

**Lincoln Intermediate Unit 12
Board of Directors Meeting
June 4, 2019**

A. Call to Order

B. Pledge of Allegiance

C. Roll Call

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

E. Approval of Minutes of May 7, 2019

F. 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.

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
Barker	Kathy	Itinerant Teacher	Preschool	07/18/2019	Retirement
					Transfer Between Entities
Burt	Amanda	Teacher	Life Skills Support	06/07/2019	Position Ended
Cole	Carissa	Teacher Assistant	Emotional Support	06/07/2019	Resignation
Diehl	Brooke	Personal Care Assistant	Multidisabilities Support	06/07/2019	Retirement
Forry	Carolyn	Teacher Assistant	Multidisabilities Support	05/31/2019	Retirement
Genoese	Donna	Secretary	Visually Impaired Support	05/22/2019	Retirement
Groft	Loretta	Fiscal Manager	Business Services	06/28/2019	Retirement
					Transfer Between Entities
Heffner	Samantha	Teacher	Autistic Support	06/07/2019	Resignation
Hoffman	Lydia	Teacher Assistant	Autistic Support	06/04/2019	Retirement
Hughes	Cheryl	Teacher Assistant	Preschool	06/13/2019	Resignation
Keeney	Barbara	Teacher Assistant	Life Skills Support	05/08/2019	Retirement
Kopey	Debra	Job Coach	Educational Services	06/11/2019	Resignation
Kufner	Cynthia	School Counselor	Pupil Personnel Services	06/07/2019	Retirement
Marcovitch	Bernadette	School Psychologist	Pupil Personnel Services	06/10/2019	Retirement
Merryman	Kimberly	Instructional Advisor	Emotional Support	06/07/2019	Retirement
Ness	Chrissandra	Teacher	Life Skills Support	06/04/2019	Retirement
Pensinger	Christine	Personal Care Assistant	Multidisabilities Support	05/30/2019	Resignation
Rajkowski	Marci	Speech Therapist	Speech / Language Support	06/13/2019	Retirement
Roby	Johnna	Teacher Assistant	Preschool	06/13/2019	Resignation
Roslin	Michael	Teacher	Alternative Education	06/05/2019	Resignation
Ruiz	Sharon	Intervener	Hearing Impaired Support	05/17/2019	Retirement
Schwartz	Charity	Teacher Assistant	Life Skills Support	05/30/2019	Position Ended
Sensenig	Bruce	Interim Executive Director	Administration	04/30/2019	Resignation
Struniewski	Jenna	Teacher	Autistic Support	06/04/2019	Retirement

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Thomas	Milagros	Personal Care Assistant	Multidisabilities Support	06/04/2019	Retirement
Vandzura	Audrey	Personal Care Assistant	Multidisabilities Support	06/04/2019	Retirement
Walden	Genelle	Teacher	Autistic Support	06/07/2019	Resignation
Warren	Chastity	Intervener	Extended School Year	05/22/2019	Resignation
Weigle	Alex	Teacher	Autistic Support	06/03/2019	Resignation
Weikert	Mary	Teacher Assistant	Multidisabilities Support	06/04/2019	Retirement
Welsh	Deborah	Teacher Assistant	Emotional Support	06/03/2019	Retirement
Williams	Sandra	Teacher	Act 89 Nonpublic School Services	06/04/2019	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
Biesecker	Megan	Speech Therapist	Preschool	05/22/2019	\$50,268.00	LIUEA F-1	188 Day Stretch
Danner	Kyla	Speech Therapist	Preschool	06/19/2019	\$50,268.00	LIUEA F-1	188 Day Stretch
Lee	Morgan	Speech Therapist	Speech / Language Support	TBD	\$50,268.00	LIUEA F-1	188 Days
Myers	Brandy	Teacher	Life Skills Support	05/22/2019	\$44,987.00	LIUEA D-1	188 Days
Tannous	Derek	Speech Therapist	Speech / Language Support	TBD	\$50,268.00	LIUEA F-1	188 Days
Yoder	Kimberly	Teacher	Life Skills Support	TBD	\$44,987.00	LIUEA D-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
Blankenship	Mary	English as a Second Language Instructor	Adult Education	05/15/2019	\$19.30 per hour	n/a	Part Time
Moore	Devon	Temporary Summer Help	Business Services	TBD	\$12.00 per hour	n/a	Part Time

c. Miscellaneous

c. Additional Service Agreements

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

Last Name	First Name	Position	Rate	School District	Dates
Bordner	Corinne	Interpreter	\$30.34 per hour	Bermudian Springs School District	May 20, 2019
				Bermudian Springs School District	May 22, 2019
				Bermudian Springs School District	May 29, 2019
				Bermudian Springs School District	May 31, 2019
				Fairfield Area School District	May 4, 2019
Cox	Deanna	Teacher	\$33.81 per hour	Central York School District	May 20, 2019 – June 14, 2019
Hawbaker	Heidi	Teacher	\$33.81 per hour	Chambersburg Area School District	May 11, 2019 – June 2019
Kuhn	Laura	Teacher	\$33.81 per hour	Central York School District	April 29, 2019 – June 2019
Legore	Laura	Teacher	\$33.81 per hour	Gettysburg Area School District	May 21, 2019 – June 2019
Small	Rodney	Bus Assistant	\$13.01 per hour	Greencastle-Antrim School District	March 25, 2019 – June 2019

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Sterner	Marilyn	Interpreter	\$40.73 per hour	Bermudian Springs School District	May 31, 2019
Various ESS Substitutes	Various ESS Substitutes	Substitute Assistant	\$99.30 - \$119.16 per day (\$139.02 - \$172.12 per day if filled by guest teacher)	Chambersburg Area School District	April 15, 2019 – June 2019 April 23, 2019 – June 2019
Various ESS Substitutes	Various ESS Substitutes	Substitute Assistant	\$99.30 - \$119.16 per day (\$139.02 - \$172.12 per day if filled by guest teacher)	Littlestown Area School District	May 2, 2019 – May 23, 2019
Warner	Patricia	Psychologist	\$54.88 per hour	Abraxas Youth Center	March 23, 2019

d. 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
Cole	Cynthia	Itinerant Teacher	Visually Impaired Support	\$72,390.00	LIUEA H-13	05/09/2019	G-13	H-13	Salary Column Movement – Master's + 30
Donmoyer	Jared	Teacher	Neurological Support	\$54,589.00	LIUEA F-4	05/17/2019	Teacher \$54,589.00	ESY Teacher \$33.81 per hour	Resigning from Full Time Position; ESY Employee Only
Logue	Wendy	Temporary Summer Help	Business Services	\$12.50 per hour	n/a	06/05/2019	06/05/2019	TBD	Additional Summer Position
McCusker	Laura	Assistant Director of Educational Services	Educational Services	\$90,000.00	Act 93	07/01/2019	\$85,000.00	\$90,000.00	Salary Increase
Montoro	Tracy	Assistant Director of Human Resources	Human Resources	\$85,000.00	Act 93	08/01/2019	Recruiter ESPA Sec. E	Assistant Director of Human Resources Act 93	Position Transfer
Morret	Tanya	Training and Consultation Coordinator	Educational Services	\$81,000.00	Act 93	07/01/2019	\$76,000.00	\$81,000.00	Salary Increase
Rutledge	Max	Temporary Summer Help	Business Services	\$10.50 per hour	n/a	05/28/2019	Student Worker \$7.25 per hour	Summer Help \$10.50 per hour	Position Transfer

e. Additional Days Beyond Contract:

Last Name	First Name	Program	May/June 2018/2019 # Days	July/August 2019/2020 # Days
Gardner	Travis	TES/Lion's Pride	4 (correction from last Board meeting)	

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- f. Recommend approval for the following staff members to work in the Extended School Year (ESY) program for the summer:

Last Name	First Name	ESY Position	Pay Rate
Ako	Jenna	Teacher Assistant	per diem rate
Allen	Susan	Teacher Assistant	per diem rate
Bair	Joy	Personal Care Assistant	per diem rate
Banquer	Alfred	Teacher	D-1 - LIUEA
Barnhart	Gina	TA or PCA	per diem rate
Barsom	Samia	Teacher Assistant	per diem rate
Belinko	Susan	Teacher Assistant	per diem rate
Bennett	Pamela	Teacher Assistant	per diem rate
Benton	Crystal	Teacher Assistant	per diem rate
Berkeley	Adrienne	Teacher Assistant	per diem rate
Bittinger	Kellie	Personal Care Assistant	per diem rate
Bortner	Lynda	TA or PCA	per diem rate
Brock McKinsey	Kimberly	Personal Care Assistant	per diem rate
Buzzell	Meghan	Teacher	per diem rate
Campanella	Sherry	Teacher Assistant	per diem rate
Cole	Cindy	Teacher	per diem rate
Connolly	Casey	Teacher	per diem rate
Cook	Tamy	Speech Therapist	per diem rate
Cox	Deanna	Teacher	per diem rate
Cox	Kristine	Teacher	per diem rate
Cramer	Jennifer	Personal Care Assistant	per diem rate
Czap	Julie	Teacher	per diem rate
Daugherty	Chadwick	Speech Therapist	per diem rate
Dean	Sarah	School Nurse	per diem rate
Decker	Jennifer	Teacher Assistant	per diem rate
Decker	Kenneth	Teacher	per diem rate
DiCesare	Rosemary	Interpreter	per diem rate
Donmoyer	Jared	Teacher	D-1 - LIUEA
Eser	Margaret	TA or PCA	per diem rate
Evangelisti	Linda	Teacher	per diem rate
Ford	Carla	Teacher Assistant	per diem rate
Franklin	John	Teacher	D-1 - LIUEA
Frischkorn	Eryn	Teacher Assistant	A-1 - TA/PCA
Gibson	Angela	TA or PCA	per diem rate
Glassick	Emily	Teacher	per diem rate
Hake	Kalah	Speech Therapist	per diem rate
Hatcher	Anna	TA or PCA	per diem rate
Hawbaker	Heidi	Teacher	per diem rate
Hess	Karen	Intervener	per diem rate
Hess	Kimberly	Speech Therapist	per diem rate
Hetzer	Kelly	Personal Care Assistant	per diem rate
Hrick	Paul	Personal Care Assistant	per diem rate
Jones	Brie	Teacher Assistant	per diem rate
Keller	Lacy	Teacher	per diem rate
King	Noelle	Teacher	D-1 - LIUEA
Klunk	Cheryl	Teacher	per diem rate
Laird	Haley	Teacher	per diem rate
Lawrence	Jennifer	Teacher Assistant	per diem rate
Leber	Kristen	Teacher	per diem rate
LeDonne	Danielle	Speech Therapist	per diem rate
Legore	Laura	Teacher	per diem rate
Lehr	Virginia	Teacher Assistant	per diem rate
LeRoy	Megan	Behavior Analyst	per diem rate

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Lincoln	Laurie	Floating Assistant	per diem rate
Lipsitz	Christiana	Personal Care Assistant	per diem rate
Martin	Debra	Teacher Assistant	per diem rate
Martin	Shanell	Teacher Assistant	per diem rate
Metz	Cara	Teacher	per diem rate
Michalak	Sarah	Speech Therapist	per diem rate
Mickey	Melody	Teacher Assistant	per diem rate
Miller	Deborah	Personal Care Assistant	per diem rate
Mitchell	Jennifer	Teacher Assistant	per diem rate
Mitchell	Linda	Teacher Assistant	per diem rate
Morton	Katelyn	Teacher	per diem rate
Muniz	Luz	Intervener	per diem rate
Myers	Madelyn	Teacher Assistant	per diem rate
Newman	Terri	Teacher Assistant	per diem rate
Nimo	Theresa	Teacher Assistant	A-1 - TA/PCA
Ott	Kyle	Teacher Assistant	per diem rate
Poff	Dena	TA or PCA	per diem rate
Queitszch	Sherri	TA or PCA	per diem rate
Rider	Beverly	Personal Care Assistant	per diem rate
Riding-Queenan	Beverly	Teacher	per diem rate
Robins	Christie	Occupational Therapist	per diem rate
Ronzo	Danielle	Teacher Assistant	per diem rate
Salisbury	Stephanie	Teacher	per diem rate
Schaner	Sherri	Personal Care Assistant	per diem rate
Sinton	Lindsey	Teacher	per diem rate
Small	Glenda	Intervener	per diem rate
Small	Rodney	Personal Care Assistant	per diem rate
Smith	Kippi	Floating Teacher	per diem rate
Sneidman	Rebecca	Teacher	per diem rate
Stoner	Kelly	Teacher Assistant	per diem rate
Stottlemeyer	Samantha	Teacher Assistant	per diem rate
Strausbaugh	Erin	Personal Care Assistant	per diem rate
Sullivan	Lamanda	Teacher Assistant	per diem rate
Swords	Amanda	Teacher	per diem rate
Thomas	Shawnee	Teacher	per diem rate
Todaro	Mary	Teacher Assistant	per diem rate
Triplett	Jordan	Teacher	per diem rate
Tyler	April	School Nurse	per diem rate
VanHousen	Carolyn	Speech Therapist	per diem rate
Wagner	Amy	Physical Therapist	per diem rate
Washingier	Ronda	Teacher	per diem rate
Wherley	Katie	Teacher	per diem rate
White	Amber	Teacher Assistant	per diem rate

2. Business Actions

a. Treasurer's Report

Recommendation: Motion to accept the Treasurer's Report of April 30, 2019, showing cash on hand of \$16,546,905.71.

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b. Check Register of Payments

Background: The check register lists payments made since the last Board report through May 24, 2019. A copy of the Disbursement Report and Payroll Report are included in the agenda packet.

Payroll 4/30/2019	\$ 3,036,149.18
Payroll 5/15/2019	\$ 4,791,367.10
Total Payroll	\$ 7,827,516.28
Total Accounts Payable	\$ 2,778,849.42
Total Payments	\$ 10,606,365.70

Recommendation: Motion to approve the disbursement of payments and payroll through May 24, 2019 and payroll through May 15, 2019, totaling \$10,606,365.70.

c. Budget Transfers

Background: The Budget Transfer report lists transfers processed from April 27, 2019 through May 24, 2019.

Recommendation: Motion to approve the budget transfers from April 27, 2019 through May 24, 2019.

d. Grant Request

Targeted School Improvement, Statewide System of Support

Background: Federal and State funding through PA Dept. of Education grant supports school districts by providing onsite technical assistance to A-TSI (Additional Targeted Support and Improvement) schools based on cycle of improvement and facilitate networked learning communities to foster collaborative learning.

Recommendation: Motion to approve grant amendment increasing award total to \$37,115 (from \$30,170) for State funds for Targeted School Improvement Services to schools. Grant term is July 1, 2018 through June 30, 2019.

e. Bid Awards for Paving, Sealing and Restriping of Blacktop at New Oxford Central Office

Background: The Administration recommends the award of bids for repaving, sealing and restriping of the dock area and all parking lots. A summary of bids is provided for review. Costs will be paid from capital improvement committed fund balance.

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Recommendation: Motion to award the following bids to the following contractors:

- CE Williams & Sons, \$17,075 to repave the dock area and dock lane
- Schorner Sealcoating, \$17,889 to seal and restripe all parking lots.

3. Board Policy for Adoption

Background: Board Policy 613 – Cooperative Purchasing is presented for adoption.

Recommendation: Motion to adopt Board Policy 613 – Cooperative Purchasing.

4. Job Description for Adoption

Background: A job description for a repurposed position resulting from a resignation - Data Systems Supervisor was provided for review at the April 2 Board meeting. It is now presented for adoption.

Recommendation: Motion to adopt job description for Data Systems Supervisor.

5. Adoption of Franklin Learning Center School Calendar for 2019-2020

Background: The programs that are housed at the Franklin Learning Center operate on a typical school schedule. Each year a calendar for the upcoming school year is developed and approved by the Franklin County Joint School Committee, and presented to the LIU Board for adoption.

Recommendation: Motion to adopt the Franklin Learning Center school calendar for 2019-2020.

6. Request to Conduct Doctoral Study

Background: Heather Greer, LIU Life Skills Support Teacher at Eastern York Middle School, is pursuing a doctoral degree through Grand Canyon University in Phoenix, AZ. She is requesting approval to conduct her doctoral research on the topic of students with severe cognitive and physical disabilities and how they are included in the general education environment, how well the IEP reflects the supports needed, and how the social constructivist theory promotes success in the general education environment. Ms. Greer would conduct her research with regular education and IU teachers at her location in Eastern York School District. Participation will be voluntary and all information will remain confidential. The study would be conducted under the supervision of Dr. Ramon-Osvaldo Gonzalez with the College of Doctoral Studies.

Recommendation: Motion to grant approval for Heather Greer, LIU Life Skills Support Teacher at Eastern York Middle School, to conduct her doctoral research on the topic of students with severe cognitive and physical disabilities and how they are included in the general education environment, how well the IEP reflects the supports needed, and how the social constructivist theory promotes success in the general education environment.

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G. New Business

1. *Special Education Budget 2019-2020*

Background: Tim Stanton presented the Special Education Budget last month. It is now presented for final adoption.

Recommendation: Motion to adopt the 2019-2020 Special Education Budget in the amount of \$71,028,214.00.

2. *Early Intervention Assurance*

Background: As a Mutually Agreed Upon Written Agreement (MAWA) provider of Early Intervention services, the LIU must provide a written assurance to the Pennsylvania Department of Education for the operation of Special Education Services and Programs.

Recommendation: Motion to approve the Early Intervention Assurance for the Operation of Special Education Services and Programs for 2019-2020.

3. *Election of Officers for 2019-2020*

Background: The Nominating Committee will present a slate of officers for 2019-2020. A Chair Pro Tem will be appointed to conduct the election of officers. Elections will be held with nominations accepted from the floor. Where there is more than one nominee, elections will be held by ballot per Board policy.

Recommendation: Motion to appoint a Chair Pro Temp to conduct the election of officers.

4. *Appointment of Board Secretary – Tim A. Stanton, Director of Finance*

Background: The Nominating Committee recommends that the position of Board Secretary be filled by Tim A. Stanton, LIU Director of Finance.

Recommendation: Motion to appoint Tim A. Stanton to the position of Board Secretary for a term beginning on July 1, 2019 and ending on June 30, 2020.

H. President's Report

I. Executive Director's Report

J. Cabinet Reports

K. Adjournment

Next Regular Meeting: June 25, 2019