

**Lincoln Intermediate Unit 12
Board of Directors Meeting
May 7, 2019**

A. Call to Order

B. Pledge of Allegiance

C. Roll Call

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

E. Presentation: Fiscal Year 2020 Special Education Budget – Tim Stanton

F. Approval of Minutes of April 2, 2019

G. 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
Carr	Ted	Accounting Manager	Business Services	04/12/2019	Resignation
Cline	Christopher	School Counselor	Act 89 Nonpublic School Services	06/04/2019	Retirement
Dunlap	Deborah	Personal Care Assistant	District Contract	05/31/2019	Retirement
Ezibe	Leisa	Teacher	Life Skills Support	04/05/2019	Resignation
Gifford	Shaina	Personal Care Assistant	Autistic Support	09/27/2019	Resignation
Herb	Debra	Teacher Assistant	Multidisabilities Support	06/04/2019	Retirement
Kale	Joshua	Conference Systems Coordinator	Educational Technology Services	05/03/2019	Resignation
King	Sharon	Teacher Assistant	Preschool	06/13/2019	Retirement
Kirkland	Melodie	Case Manager	Education Leading to Employment and Career Training Program	04/05/2019	Other
Richmond	Diane	Itinerant Teacher	Preschool	07/18/2019	Retirement
Schumaker	Emily	Personal Care Assistant	Autistic Support	04/26/2019	Resignation
Sponseller	Wendy	Teacher	Emotional Support	06/07/2019	Retirement
Stevens	Deborah	Teacher Assistant	Emotional Support	06/03/2019	Retirement
Zeager	Susan	Secretary	Emotional Support	07/05/2019	Retirement

b. Nominations

New hires as per the effective dates and rates noted:

- (1) Professional Staff (Pending receipt of all required paperwork.)

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Last Name	First Name	Position	Program	Orientation or Hire Date	Rate	Category Step/Scale	Work Calendar
English	Emma	School Counselor	Act 89 Nonpublic School Services	04/24/2019	\$50,972.00	G-2	188 Days
Fuhrman	Emily	Speech Therapist	Preschool	04/17/2019	\$50,268.00	F-1	188 Day Stretch
Omiatek	Mark	School Psychologist	Pupil Personnel Services	05/22/2019	\$55,920.00	J-1	200 Days
Steier	Kelly	Speech Therapist	Preschool	06/03/2019	\$50,972.00	F-5	188 Day Stretch

(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
Kenworthy	Kimberley	Secretary	Transportation	04/24/2019	\$14.89	Sec C A-3	260 Days
Wilson	Michelah	Temporary Personal Care Assistant	Preschool	04/17/2019	\$13.01	TA/PCA A-1	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
Cox	Deanna	Teacher	\$42.14 per hour	Gettysburg Area School District	March 18, 2019 – May 2019
			\$33.81 per hour	Red Lion Area School District	March 25, 2019 – May 17, 2019
Shaul	Heidi	Teacher	\$33.81 per hour	Waynesboro Area School District	April 4, 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)	Chambersburg Area School District	March 21, 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)	Northeastern School District	March 20, 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)	Shippensburg Area School District	March 27, 2019 – June 2019
Warner	Patricia	Psychologist	\$54.88 per hour	Abraxas Leadership Development Program	April 13, 2019
Washingier	Ronda	Teacher	\$33.81 per hour	Chambersburg Area School District	March 28, 2019 – May 10, 2019

d. 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
Arnold	Michelle	Summer School Teacher	Educational Technology Services	Per Diem	n/a	06/10/2019	06/10/2019	07/26/2019	Additional Summer Position
Burgess	Linda	Personal Care Assistant	Life Skills Support	\$15.61 per hour	TA/PCA F-4	04/01/2018	E-3	F-3	Salary Column Correction – Associate's
Clark	Joan	Teacher Assistant	Neurological Support	n/a	n/a	06/04/2019	06/01/2019	06/04/2019	Correction in Retirement Date
Dutrisac	Francine	LIEP Consultant	Educational Services	n/a	n/a	04/05/2019	188 Days	240 Days	Change in Work Calendar
Fry	Nicole	Accounting Manager	Business Services	\$74,222.00	Act 93	05/08/2019	Accountant \$66,500.00	Accounting Manager \$74,222.00	Position Transfer
Moore	Jennie	Personal Care Assistant	Autistic Support	\$15.27 per hour	TA/PCA E-3	02/25/2019	F-3 \$15.61 per hour	E-3 \$15.27 per hour	Salary Column Correction
Smith	Kasey	Professional Development Specialist	Educational Services	\$71,000.00	Act 93	05/08/2019	Staff Developer LIUEA	Professional Development Specialist Act 93	Position Transfer
Smith	Michelle	Teacher	Autistic Support	\$50,972.00	LIUEA F-5	01/21/2019	H-5	F-5	Salary Column Correction
Swords	Amanda	Extracurricular Technology Facilitator	Educational Technology Services	\$500.00 Stipend (across April, May, and June 2019) \$2000.00 Stipend (across 24 pay periods)	n/a	04/01/2019	n/a	n/a	Additional Part Time Position / Duties

e. Additional Days Beyond Contract:

Last Name	First Name	Program	May/June 2018/2019 # Days	July/August 2019/2020 # Days
Arganbright	Jennifer	LSS/MDS/NS	1	
Baker	Brian	LSS/MDS/NS	1	
Beaverson	Karen	LSS/MDS/NS	1	1
Burgess	Linda	LSS/MDS/NS	1	1
Burwell	Colleen	LSS/MDS/NS	1	
Carpenter	Carolyn	Act 89 Nonpublic School Services	1	
Deputy	Walter	BI	8	
Durbin	David	Emotional Support	7	
Ferber-Smith	Emily	Act 89 Nonpublic School Services	2	
Gardner	Travis	TESS/Lions Pride	6	
Glassick	Emily	LSS/MDS/NS	1	
Glatfelter	Shirley	NS	1	
Goff	Julie	LSS/MDS/NS	1	
Gottshall	Theresa	Act 89 Nonpublic School Services	4	
Hardman	Colleen	Emotional Support	2	
Holtzman	Crystal	Act 89 Nonpublic School Services	1	
Keller	Lacy	Autistic Support	1	

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Kirchner	Kelly	Autistic Support	1	
Krichten	Kathi	LSS/MDS/NS	1	1
Kuhn	Laura	MDS	3	
Lawrence	Jennifer	Act 89 Nonpublic School Services	2	
Linder	Kathy	Act 89 Nonpublic School Services	4	
Lint	Jessica	Emotional Support	1	
Martin	Shanell	Autistic Support	1	
Meek	Lacy	LSS/MDS/NS	1	
Merryman	Kim	Emotional Support	8	
Miller	Stephanie	Autistic Support	1	
Myers	Megan	Autistic Support	1	
Myers	Diana	LSS/MDS/NS	1	
Queenan	Beverly	LSS/MDS/NS	1	
Quinn	Erica	LSS/MDS/NS	2	1
Saylor	Kristi	Emotional Support	1	
Shaffer	Hannah	LSS/MDS/NS	1	
Shoemaker	Kelcie	LSS/MDS/NS	1	1
Sigel	Jamie	Preschool VI	12	
Triplett	Jordyn	NS	1	
Varner	Holly	BI/NS	3	
Wilde	Tanya	Act 89 Nonpublic School Services	2	
Wilson	Karen	Emotional Support	1	
Young	Kacie	Autistic Support	1	

2. Business Actions

a. Treasurer's Report

Recommendation: Motion to accept the Treasurer's Report of March 31, 2019, showing cash on hand of \$20,531,506.04.

b. Check Register of Payments

Background: The check register lists payments made since the last Board report through April 26, 2019.

Payroll 3/30/2019	\$ 3,023,548.73
Payroll 4/15/2019	\$ 4,802,864.64
Total Payroll	\$ 7,826,413.37
Total Accounts Payable	\$ 6,363,969.75
Total Payments	\$ 14,190,383.12

Recommendation: Motion to approve the Payment of Bills through April 26, 2019 and payroll through April 15, 2019, totaling \$14,190,383.12.

c. Budget Transfers

Background: The budget transfer report lists transfers processed from March 23, 2019 through April 26, 2019.

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Recommendation: Motion to approve the Budget Transfers from March 23, 2019 through April 26, 2019.

d. Grant Requests

- a. 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 application to the PA Department of Education for \$14,000.00 federal funds and \$30,170 State funds for Targeted School Improvement services to schools. Grant term is July 1, 2018 through June 30, 2019.

3. Board Policy for Review

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

Recommendation: No action required at this time.

4. Job Description for Adoption

Background: A revised job description for Educational Technology Specialist was provided for review at the April meeting. It is now presented for adoption.

Recommendation: Motion to adopt revised job description for Educational Technology Specialist.

5. Adoption of School Calendars for 2019-2020

a. Lincoln Edge School Calendar for 2019-2020

Background: Lincoln Edge is housed at the York Learning Center and operates on a typical school schedule. Each year a calendar is developed for the upcoming year and presented to the LIU Board of Directors for approval.

b. Paradise School

Background: The programs that are housed at Paradise School – Academy, Momentum, and PAL Programs (Emotional Support), operate on a typical school day schedule. Each year a calendar for the upcoming school year is developed and approved by the LIU board of directors.

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c. *Preschool Program 12-Month Calendar for 2019-2020*

Background: The LIU Preschool Program has been operating a 12-Month Stretch Schedule since the 1995-96 school year. The Calendar as proposed allows for a total of 177 days of attendance for Students and 188 staff days. If adopted, it will be distributed to Building Principals where our classes are located in order for them to plan appropriately.

d. *Project Search – Gettysburg*

Background: Project Search is a vocational training program to assist students with the transition from school to work. The Project Search class housed at the Gettysburg Hospital operates on a typical school schedule. Each year a calendar for the upcoming school year is developed and approved by the LIU Board of Directors.

e. *Project Search – York Hospital*

Background: Project Search is a vocational training program to assist students with the transition from school to work. The Project Search class housed at the York Hospital operates on a typical school schedule. Each year a calendar for the upcoming school year is developed and approved by the LIU Board of Directors.

Recommendation: Motion to adopt the following school calendars for 2019-2020:

Lincoln Edge (Cyber School)
Paradise School
Preschool Program 12-Month Calendar
Project Search – Gettysburg
Project Search – York Hospital

H. New Business

1. *Teller's Report on Election of Directors*

Background: The Teller's Report of votes on the Annual Election of Directors to the LIU Board of Directors is provided for review and adoption.

Recommendation: Motion to adopt the Teller's Report of votes on the Annual Election of Directors to the LIU Board of Directors.

2. *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.

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3. *Nominations Committee*

Background: The Nominations Committee (Paul Politis, Michael Wagner and Carlos Wampler) will provide an update.

Recommendation: No action is required at this time.

I. President's Report

J. Executive Director's Report

K. Cabinet Reports

L. Adjournment

**Next Regular Meeting: June 4, 2019
& LIU Retirement Dinner at 5:30 pm**