

MINUTES

LINCOLN INTERMEDIATE UNIT BOARD OF DIRECTORS MEETING

MAY 7, 2019

The regular meeting of the Lincoln Intermediate Unit 12 Board of Directors was held on May 7, 2019. Board President Michael Miller called the meeting to order at 7:06 p.m. with the Pledge of Allegiance.

EXECUTIVE SESSION: Mr. Miller announced that the Board met in executive session at 6:30 p.m. to discuss a personnel matter.

ATTENDANCE: The following Board members were present:

Sue Heistand	Cory Nade
Dustin Martin	Paul Politis
Patrick McDonald	Michael Wagner
Michael Miller	Carlos Wampler

LIU staff members attending were: Jeffrey West, Ed.D., Lynn Murphy, Ed.D., Lisa Greth, Jared Mader, Tim Stanton, Brad Sterner, Ed.D., Jill Trostle, and Robert McQuaide, Esq., Barley-Snyder.

RECOGNITION OF VISITORS: Mr. Miller welcomed the following visitors to the meeting: Mark Walker, visitor; Nicole Fry and Scott Wilt, employees within the Business Services Division.

PRESENTATION: Tim Stanton presented an overview of the proposed Special Education Budget for 2019-2020, which reflects a 1.87% increase over last year and is below the Act 1 Index of 2.3%.

APPROVAL OF MINUTES: Sue Heistand moved approval of the minutes of April 2, 2019, seconded by Paul Politis. A voice vote recorded all in favor and the motion carried.

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
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

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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.)

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

(1) 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

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(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
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

(3) 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	TES/Lions Pride	6	
Glassick	Emily	LSS/MDS/NS	1	
Glatfelter	Shirley	NS	1	
Goff	Julie	LSS/MDS/NS	1	

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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	
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

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

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

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*

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

4. *Job Description for Adoption*

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

5. *Adoption of School Calendars for 2019-2020*

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

MOTION ON CONSENT AGENDA: Michael Wagner moved to approve the consent agenda, seconded by Sue Heistand. A roll call vote recorded all in favor of the consent agenda and the motion carried.

NEW BUSINESS:

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

A revised Teller's Report of Votes on the Annual Election of Directors to the LIU Board of Directors was provided for adoption.

Recommendation: Motion to adopt the revised Teller's Report of Votes on the Annual Election of Directors to the LIU Board of Directors. Cory Nade moved to adopt the revised Teller's Report, seconded by Sue Heistand. All Board members present are recorded as voting in favor and the motion carried.

2. *Special Education Plan Assurance*

Recommendation: Motion to approve the LIU Special Ed Plan Assurance for submission to PDE. Cory Nade moved to adopt the Special Education Plan Assurance, seconded by Sue Heistand. All Board members present are recorded as voting in favor and the motion carried.

3. Nominations Committee Report

Mr. Wagner reported that the Nominations Committee will present a slate of officers at the June 4 Board of Directors meeting, and will accept nominations from the floor at that time.

4. Addendum to Employment Agreement for Dr. Jeffrey West

The Personnel Committee recommended adoption of an addendum to the employment contract for Dr. West to include base compensation, periodic salary increases, vacation, personal and sick day benefits.

Recommendation: Motion to adopt the Addendum to the Employment Agreement for Dr. Jeffrey West. Cory Nade moved adoption, seconded by Paul Politis. Roll call vote recorded all in favor and the motion carried.

PRESIDENT'S REPORT:

- Mr. Miller requested the Board's consensus to send a thank you note on behalf of the Board to Dr. Sensenig for going above and beyond to ensure a smooth transition for Dr. West.
- Mr. Miller requested volunteers to serve on the upcoming Negotiations Committee. Both the ESPA and LIUEA bargaining agreements expire on June 30, 2020. Act 93 and Confidential staff agreements expire June 30, 2021. Directors that are interested in serving on the Negotiations Committee are encouraged to contact Mr. Miller.

EXECUTIVE DIRECTOR'S REPORT:

- Dr. West reported that the LIU staff has been very accommodating and he thanked the Board again for giving him the opportunity to serve as the Executive Director.
- So far, Dr. West has attended his first Superintendents' Advisory Council meeting, first Special Education Task Force meeting, and first Leadership Team meeting.
- The Special Education Task Force will be collecting and reviewing data in preparation for its next meeting on May 22, 2019.
- Dr. West will begin individual superintendent visits on May 21 and hopes to complete all visits by the end of July. His goal is to listen, seek to understand and respond. Dr. West believes that districts do understand the value of our staff and want to help the IU improve. Mrs. Heistand asked Dr. West to make LIU Board members aware of any thing they might be able to do within their own districts to assist in the improvement process.

CABINET REPORTS: The Cabinet Report to the Board was distributed. Cabinet members shared highlights of division activities that occurred during the past month.

GOOD OF THE ORDER: Mr. Carlos Wampler invited fellow Board members to attend a public meeting on the topic of public cyber charter schools to be hosted by the Gettysburg Area School District at 7:00 p.m. on May 9, 2019 at the Gettysburg Middle School. The meeting is open to all tax payers in all school districts.

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NEXT MEETING: The next meeting of the Board of Directors will be held at 7:00 p.m. on June 4, 2019 at the LIU Central Office in New Oxford. A retirement recognition dinner will be at 5:30 p.m. prior to the business meeting.

ADJOURNMENT: It was moved and seconded to adjourn the meeting at 8:23 p.m.

Tim A. Stanton
Board Secretary