

**Lincoln Intermediate Unit 12
Board of Directors Meeting
June 2, 2020**

A. Call to Order

B. Pledge of Allegiance

C. Roll Call

D. Public Comments on the Agenda: Sue Heistand, Board President

E. Presentation: Recognition of ELEY Award to Stacy Howard – Dr. Lynn Murphy

F. Approval of Minutes of May 5, 2020

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
Benedict	Alexander	ESY Teacher	Extended School Year	5/1/2020	Termination
Brockman	Danielle	Speech Therapist	Speech and Language Support	5/22/2020	Resignation
English	Emma	Counselor	Act 89 Nonpublic School Services	6/4/2020	Resignation
LeRoy	Megan	Behavior Analyst	Autistic Support	6/5/2020	Resignation
Murphy	Barbara	Psychologist	Pupil Personnel Services	6/9/2020	Resignation
Nichols Jr.	Joel	Courier	Business Services	5/8/2020	Resignation
Schumaker Jr.	Donald	GED Test Proctor	Adult Education	2/9/2020	Position Ended
Segura	Kelly	Itinerant Teacher	Act 89 Nonpublic School Services	6/5/2020	Position Ended
Williams	Devin	Summer Mover	Business Services	9/5/2018	Position Ended

b. Miscellaneous

(1) 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	6/8/2020	6/8/2020	7/24/2020	Additional Summer Position

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Flannery	Ryan	Psychologist	Pupil Personnel Services	\$55,920.00	LIUEA J-1	8/4/2020	Intern	Psychologist	Position Transfer – Hired for 2020-2021 School Year
Harner	Belinda	HR Generalist	Human Resources	\$49,700.00	Confidential Support	7/1/2020	Secretary Sec E – B-6 \$45,115.20	HR Generalist Confidential Support \$49,700.00	Position Transfer
Hoover	Hanna	Psychologist	Pupil Personnel Services	\$55,920.00	LIUEA J-1	8/4/2020	Intern	Psychologist	Position Transfer – Hired for 2020-2021 School Year
Johnson-Coble	Leslie	Teacher	Emotional Support	\$72,886.00	LIUEA H-13	4/21/2020	LIUEA G-13 \$71,212.00	LIUEA H-13 \$72,886.00	Salary Column Movement – Master's + 30
Lovell	Kelly	Administrative Assistant to the Director of Finance	Business Services	\$51,500.00	Confidential Support	7/1/2020	Fiscal Assistant Sec E F-4 \$47,444.80	Administrative Assistant to the Director of Finance Confidential Support \$51,500.00	Position Transfer
Marascio	David	Psychologist	Pupil Personnel Services	\$78,244.00	LIUEA K-13	5/13/2020	LIUEA J-13 \$77,334.00	LIUEA K-13 \$78,244.00	Salary Column Movement – Psych + 15
McCollum	Jean	Psychologist	Pupil Personnel Services	\$73,751.00	LIUEA K-12	5/18/2020	LIUEA J-12 \$73,212.00	LIUEA K-12 \$73,751.00	Salary Column Movement – Psych + 15
Ott	Lawrence	Site Administrator	Special Education	No Change	No Change	7/1/2020	Franklin Learning Center	Paradise School	Position Transfer
Priestner	Karen	Itinerant Teacher	Preschool	\$73,569.00	LIUEA I-13	5/20/2020	LIUEA H-13 \$72,886.00	LIUEA I-13 \$73,569.00	Salary Column Movement – Master's + 45
Smith	Kippi	Teacher	Transition	\$52,001.00	LIUEA E-7	4/1/2020	LIUEA D-7 \$46,187.00	LIUEA E-7 \$52,001.00	Salary Column Movement – Bachelor's + 24 with Level II Certification
Staley	Lesli	Special Education Supervisor	Special Education	No Change	No Change	7/1/2020	Emotional Support	Life Skills Support / Multidisabilities Support / Intensive Learning Support	Position Transfer
VanHoutte	Pamela	Speech Therapist	Preschool	\$72,886.00	LIUEA H-13	1/2/2020	LIUEA G-13 \$71,212.00	LIUEA H-13 \$72,886.00	Salary Column Movement – Master's + 30
Washingier	Ronda	Teacher	Multidisabilities Support	\$65,974.00	LIUEA F-12	4/1/2020	LIUEA E-12 \$58,116.00	LIUEA F-12 \$65,974.00	Salary Column Movement – Master's Equivalency

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(2) Additional Days Beyond Contract:

Last Name	First Name	Program	May/June 2019/2020 # Days	July/August 2020/2021 # Days
Arnold	Dessylyn	Educational Services		4
Blahus	Rebecca	Educational Services		5
Conner	Corinne	Educational Services		10
Hagerman	Jennifer	Educational Services		4
Hrycek	Lorrie	Educational Services		4
Krebs	Melinda	Educational Services		7
Lill	Valerie	Educational Services		6
McLaughlin	Christina	Educational Services		4
McLaughlin	Matthew	Educational Services		10
Miller	Jessica	Educational Services		9

(3) Recommend approval for the following staff members to work in the Extended School Year program for the summer:

LAST NAME	FIRST NAME	ESY POSITION	PAY RATE
Autenrieth	Wendy	Teacher	per diem rate
Bennett	Pamela	Assistant	per diem rate
Bergquist	Dawn	Teacher	per diem rate
Billet	Amalia	Physical Therapist	per diem rate
Brechbiel	Kathleen	Teacher	per diem rate
Buzzell	Meghan	Teacher	per diem rate
Cole	Cynthia	Teacher	per diem rate
Connolly	Casey	Teacher	per diem rate
Cox	Kristine	Teacher	per diem rate
Culler	Amy	Teacher	per diem rate
Czap	Julie	Teacher	per diem rate
Decker	Kenneth	Teacher	per diem rate
Dietrich	Haylee	COTA	per diem rate
Drummond	Krista	Teacher	per diem rate
Evangelisti	Linda	Teacher	per diem rate
Franklin	John	Teacher	per diem rate
Furer	Lindsay	Speech Therapist	per diem rate
Gardner	Cassandra	Teacher	per diem rate
Geesey	Janelle	Teacher	per diem rate
Hawbaker	Heidi	Teacher	per diem rate
Hess	Kimberly	Speech Therapist	per diem rate
Hetzer	Kelly	Assistant	per diem rate
Jones	Brie	Assistant	per diem rate
Knaper	Tiffany	Teacher	per diem rate
Kolbmann	Emily	Teacher	per diem rate
Kuhn	Laura	Teacher	per diem rate
Legore	Laura	Teacher	per diem rate
Leitzinger	Amy	Speech Therapist	per diem rate
Lloyd	Katie	Occupational Therapist	per diem rate
Luckenbaugh	Sharon	Speech Therapist	per diem rate
Malehorn	Holly	Teacher	per diem rate
Marks	Brittany	Teacher	per diem rate
McCoy	Lisa	Teacher	per diem rate
Mittner	Lauren	Teacher	per diem rate
Morton	Katelyn	Teacher	per diem rate
Myers	Diana	Teacher	per diem rate
Osmun	Christy	Occupational Therapist	per diem rate

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Proper	Leslee	Teacher	per diem rate
Putsch	Allison	Teacher	per diem rate
Reda	Stacy	Teacher	per diem rate
Resto	Krista	Assistant	per diem rate
Robins	Christie	Occupational Therapist	per diem rate
Sauders	Vicki	Occupational Therapist	per diem rate
Schaner	Sherri	Assistant	per diem rate
Schwartz	Amy	Teacher	per diem rate
Schwartz	Amy	Teacher	per diem rate
Shurina	Sandy	Teacher	per diem rate
Sinton	Lindsey	Teacher	per diem rate
Smith	Kelly	Teacher	per diem rate
Sneidman	Rebecca	Teacher	per diem rate
Stacho	Michele	Teacher	per diem rate
Stitely	Sharon	Assistant	per diem rate
Strite	Karla	Teacher	per diem rate
Tannous	Derek	Speech Therapist	per diem rate
Timmons	Kimberly	Teacher	per diem rate
Todaro	Mary	Assistant	per diem rate
Tomczyk	Debra	Occupational Therapist	per diem rate
Tremblay	Karla	Physical Therapist	per diem rate
Vandermark	Alicia	Speech Therapist	per diem rate
Vanhousen	Carolyn	Speech Therapist	per diem rate
Wagner	Amy	Physical Therapist	per diem rate
Washingier	Ronda	Teacher	per diem rate
Weaver	Michelle	Teacher	per diem rate
Wherley	Katie	Teacher	per diem rate
White	Pamela	Teacher	per diem rate
Whittle	Megan	Speech Therapist	per diem rate
Young	Rachel	Speech Therapist	per diem rate

2. Business Actions

a. Treasurer's Report

Recommendation: Motion to accept the Treasurer's Report of April 30, 2020, showing cash on hand of \$23,555,813.45.

b. Check Register of Payments

Background: The disbursement report(s) list payments made since the last Board report through May 21, 2020

Payroll 4/30/2020	\$3,060,355.02
Payroll 5/15/2020	\$4,820,273.34
Total Payroll	\$7,880,628.36
Total Accounts Payable	\$1,548,471.13
Total Payments	\$9,429,099.49

Recommendation: Motion to approve the payment of bills through May 21, 2020 and payroll through May 15, 2020, totaling \$9,429,099.49.

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c. Budget Transfers

Background: The budget transfer report lists transfers processed from March 21, 2020 through April 24, 2020.

Recommendation: Motion to approve the Budget Transfers from March 21, 2020 through April 24, 2020.

d. Transportation Contract for Review

Background: The LIU has reached a tentative agreement with Faithful Transportation in order to maintain services in the fall. This agreement requires the LIU to compensate Faithful Transportation at 90 percent of the original contract price.

Recommendation: No action required at this time.

3. Job Descriptions for Adoption

Background: The following job descriptions are presented for adoption.

- a. Lead Sign Language Interpreter (title change only—previous title was Sign Language Interpreter Coordinator)
- b. Administrative Assistant to the Director of Educational Technology Services (revision and title change from Secretary, Information Technology)
- c. Administrative Assistant to the Director of Finance (revision)

Recommendation: Motion to adopt job descriptions

4. Job Descriptions for Review

Background: The following job descriptions are presented for review.

- a. Work Experience Coordinator (revision)
- b. School Psychologist (revision)
- c. School Social Worker (revision)

5. Board Policies for Adoption

Background: The following Board policy revisions are presented for adoption:

Board Policy 006.1 – Attendance at Board Meetings Via Electronic Communications - Revised
Board Policy 626 – Federal Fiscal Compliance - Revised

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H. New Business

1. *Special Education Budget 2020-2021*

Background: The proposed Special Education Budget for 2020-2021 totaling \$71,877.989 was presented to the Board in May. It is now presented for adoption.

Recommendation: Motion to adopt the Special Education Budget for 2020-2021 totaling \$71,877.989.

2. *Early Intervention Special Ed Plan - Assurance 2020-2021*

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 2020-2021.

3. *Right of First Refusal*

Background: The LIU has tentatively secured space for the Health Clinic site in New Oxford which is located across the street from the New Oxford Central Office. The document provided for the Board's review is a Right of First Refusal for the LIU.

Recommendation: No action required at this time.

4. *New Visions Lease Agreement*

Background: The New Visions program requires an apartment style setting/location as part of the program. The attached lease meets the requirements of the program.

Recommendation: No action required at this time.

I. President's Report

- Nominating Committee Report

J. Public Comments on or Off the Agenda

K. Executive Director's Report

L. Cabinet Reports

M. Adjournment

Next Regular Meeting: June 30, 2020