



**BOARD OF DIRECTORS
MINUTES
September 6, 2022**

1. Call to Order

The regular meeting of the Lincoln Intermediate Unit 12 Board of Directors was held on September 6, 2022 at the LIU Central Office. Board President Sue Heistand called the meeting to order at 7:09 pm.

2. Pledge of Allegiance

The meeting opened with the pledge of allegiance. Mrs. Heistand announced that the Board met in executive session prior to this meeting to discuss personnel matters.

3. Roll Call

The following Board members attended: Brandon Boyer, Janon Gray, Sue Heistand, Brian Hoffman, Sally Kacar, Cassandra Liggins, Cynthia Rohrbaugh, and Mark Smith. LIU staff attending were: Dr. Jeffrey West, Dr. Kendra Trail, Brent Kessler, Dr. Jennifer Leese, Jared Mader, Julie Romig, Dr. Brad Sterner, Tracy Williams, Jill Trostle, and David Walker, Esq., Appel, Yost & Zee, Board Solicitor.

4. Recognition of Visitors and Public Comment: Sue Heistand, Board President

Mrs. Heistand welcomed visitors that may be viewing the meeting via livestream and provided an opportunity for public comments. No public comments were received.

5. Moment of Silence in honor of George Swartz, Past Board Member and Board President

It is with regret that we honor the passing of George Swartz, who passed away on August 8, 2022. Mr. Swartz served on the LIU Board of Directors from 1992 to 2003, representing the Littlestown, Bermudian and Conewago Valley School Districts. He served as Board Vice-President from July 1, 1993 to June 30, 1996, and Board President from July 1, 1996 to Feb 1, 2003. Mrs. Heistand held a moment of silence to recognize the passing of Mr. Swartz.

6. Presentation: ESSR Grant - Dr. Kendra Trail, Patti Wysocki, Brant Kenny

Dr. Trail, Patti Wysocki and Brant Kenny provided an update on how ESSR grant funds have been used to date. LIU received \$2,696,344 to be used through September 2024. Dr. Trail noted that school districts received three "buckets" of funding; however, intermediate units received only one. ESSR funding has been used for implementation of Duo Multifactor Authentication services, Ident-A-Kid program implementation, Managed Methods cloud-based security platform, PBXact Unified Communications System, universal assessment, curriculum writing and core curriculum in literacy and math areas, online curriculum, Smart Futures career readiness instructional platform, WhyTry social and emotional curriculum, professional development in restorative practices, iPad carts for all centers, a Life Skills apartment at YLC, outdoor equipment at FLC, a social worker for YLC, two behavioral support staff, new-hire referral awards, and the substitute rate increases.

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7. Approval of Minutes of August 2, 2022

The minutes of August 2, 2022 were approved as presented.

8. Consent Agenda

Background: The following routine operational matters were presented for action by the Board of Directors.

Recommendation: Motion to approve all recommendations under the Consent Agenda. Brandon Boyer called for a point of order to ask if a quorum was present. A quorum for the 13-member Board is 7 persons and 8 persons were present. Mr. Boyer moved to approve the consent agenda. The motion was seconded. Roll call vote recorded: Brandon Boyer/aye; Janon Gray/aye; Sue Heistand/aye; Brian Hoffman/aye; Sally Kacar/aye; Cassandra Liggins/aye; Cindy Rohrbaugh/aye; and Mark Smith/aye. Motion carried.

8.a. Resignations/Retirements/Terminations

Last Name	First Name	Position	Program	Term Date	Reason
10006073		Student Worker	Life Skills Support	05/26/2022	Position Ended
Bailey-Wickline	Christy	Teacher Assistant	Autistic Support	09/09/2022	Resignation
Bonilla	Marley	Teacher	Preschool	10/21/2022	Resignation
Blake	Logan	Personal Care Assistant	Autistic Support	09/06/2022	Termination
Buckler	Rebecca	Teacher	Behavioral Intervention	09/30/2022	Resignation
Cabrera-Ramos	Elena	Personal Care Assistant	Hearing Impaired Support	08/11/2022	Resignation
Campanella	Sherry	Teacher Assistant	Multidisabilities Support	09/01/2022	Retirement
Checo	Fabiola	Teacher Assistant	Behavioral Intervention	05/27/2022	Resignation
Chinnick	Amanda	Teacher Assistant	Multidisabilities Support	08/09/2022	Resignation
Cordell-Kaetzel	Beth	Teacher Assistant	Autistic Support	09/06/2022	Termination
Darraha	Lynne	Teacher Assistant	Life Skills Support	08/26/2022	Resignation
Dubbs	Kelsey	Personal Care Assistant	Hearing Impaired Support	05/31/2022	Resignation
Eckard	Wendy	Teacher Assistant	Autistic Support	06/02/2022	Resignation
Foster	Nancy	LIEP Teacher	Language Instruction Educational Program	06/29/2022	Resignation
Gilbert	Barbara	Teacher Assistant	Life Skills Support	05/26/2022	Retirement
Girardi	Ursula	Teacher Assistant	Therapeutic Emotional Support	08/25/2022	Resignation
Gottsch	Nicole	Teacher	Preschool	10/07/2022	Resignation
Jones	Meredith	Teacher Assistant	Autistic Support	05/31/2022	Resignation
Kearse	Heather	Secretary	Special Education	08/09/2022	Resignation
Landi	Angela	Licensed Practical Nurse	Special Education	09/02/2022	Resignation
Lottes	Anna	Teacher	Special Education	10/28/2022	Resignation
Luckenbaugh	Stacy	Teacher	Therapeutic Emotional Support	09/30/2022	Resignation
Martin	Danielle	Teacher Assistant	Autistic Support	05/31/2022	Resignation
Moultray	Andrew	Interpreter	Hearing Impaired Support	07/28/2022	Resignation
Owings	Shauna	Personal Care Assistant	Autistic Support	06/02/2022	Resignation
Saunders	Ashlee	Personal Care Assistant	Autistic Support	09/02/2022	Resignation

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Scott	Marichristine	Personal Care Assistant	Life Skills Support	08/24/2022	Resignation
Shearer	Rhonda	Personal Care Assistant	Transition	06/03/2022	Resignation
Shermeyer	Cloe	Personal Care Assistant	Autistic Support	08/22/2022	Resignation
Smith	Cathy	Teacher Assistant	Autistic Support	09/02/2022	Resignation
Spicer	Christle	Personal Care Assistant	Autistic Support	09/06/2022	Termination
Strauser	Tara	Psychologist	Pupil Personnel Services	09/30/2022	Resignation
Troyer	Julie	Teacher Assistant	Therapeutic Emotional Support	06/03/2022	Resignation
Wagman	Sherry	Teacher Assistant	Autistic Support	09/01/2022	Retirement
Wallen	Mariella	Personal Care Assistant	Hearing Impaired Support	05/27/2022	Resignation
Williams	Tracy	Teacher Assistant	Autistic Support	08/21/2022	Resignation
Willits	Monica	Teacher Assistant	Autistic Support	08/26/2022	Resignation
Wolf	Hilary	Secretary	Educational Technology Services	08/25/2022	Resignation

8.b. Professional Staff Nominations (pending receipt of all required paperwork)

Last Name	First Name	Position	Program	Orientation or Hire Date	Rate	Category Step/Scale	Work Calendar
Barber	Kimberly	Teacher	Life Skills Support	08/15/2022	\$55,427.00	LIUEA H-5	188 Days
Benfer	Emily	Occupational Therapist	Occupational and Physical Therapy Services	08/17/2022	\$52,022.00	LIUEA F-1	188 Days
English	Jade	Teacher	Autistic Support	08/16/2022	\$52,022.00	LIUEA F-1	188 Days
Feaser	Alyssa	Teacher	Preschool	08/25/2022	\$51,471.00	LIUEA E-6	188 Day Stretch
Foster	Jacob	Teacher	Preschool	08/17/2022	\$47,557.00	LIUEA D-2	188 Day Stretch
Krivanek	Shauna	Teacher	Preschool	08/31/2022	\$52,922.00	LIUEA F-4	188 Day Stretch
Leatherman	Tammy	Instructional Advisor	Special Education	08/24/2022	\$72,682.00 + \$5,000.00 IA Stipend	LIUEA G-13 + IA Stipend	188 Days
Osborne	Allison	Occupational Therapist	Occupational and Physical Therapy Services	08/17/2022	\$52,322.00	LIUEA F-2	188 Days
Pistner	Erin	Social Worker	Pupil Personnel Services	08/24/2022	\$52,622.00	LIUEA F-3	188 Days
Sunderland	Danielle	Counselor	Pupil Personnel Services	08/31/2022	\$52,938.00	LIUEA G-2	188 Days

8.c. 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
Baer	Sharon	Student Support/Tutor	Nonpublic School Services	08/31/2022	\$13.00 per hour	Grant Funded	Part Time Hourly
Brumgard	Angelina	Floating Teacher Assistant	Preschool	08/17/2022	\$15.66 per hour	TA/PCA D-2	188 Day Stretch
Fortuner	Elizabeth	Community Outreach and Marketing Specialist	Education for Children and Youth Experiencing Homelessness	08/24/2022	\$22.35 per hour	Grant Funded	260 Days

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Horner	Maureen	Secretary	Special Education	08/17/2022	\$21.39 per hour	Secretary C A-8	260 Days
Kornbau	Grace	Personal Care Assistant	Autistic Support	09/07/2022	\$18.21 per hour	TA/PCA G-4	188 Days
LoDrago	Katiera	Teacher Assistant	Autistic Support	09/14/2022	\$14.15 per hour	TA/PCA A-1	188 Days
Mamary	Abbigale	Teacher Assistant	Preschool	09/07/2022	\$14.15 per hour	TA/PCA A-1	188 Day Stretch
McAlexander	Elizabeth	Personal Care Assistant	Multidisabilities Support	08/17/2022	\$15.46 per hour	TA/PCA E-2	188 Days
Myers	Lorie	Licensed Practical Nurse	Special Education	08/24/2022	\$28.51 per hour	Nurse-LPN A-9	188 Days
Neary	Ruthanne	Licensed Practical Nurse	Nonpublic School Services	08/31/2022	\$21.07 per hour	Grant Funded	Part Time Hourly
Poland	Whitney	Teacher Assistant	Preschool	09/07/2022	\$15.13 per hour	TA/PCA B-3	188 Day Stretch
Rau	Jared	Intern	Educational Technology Services	TBD	n/a	n/a	300 Hours
Romey	Valerie	Secretary	Special Education	08/24/2022	\$24.33 per hour	Secretary D F-5	200 Days
Saltmarsh	Ashley	Secretary	Human Resources	08/24/2022	\$16.76 per hour	Secretary C F-1	260 Days
Scott	Valerie	Teacher Assistant	Preschool	09/07/2022	\$14.15 per hour	TA/PCA A-1	188 Day Stretch
Seilhamer	Jeffrey	Teacher Assistant	Emotional Support	08/22/2022	\$14.42 per hour	TA/PCA A-2	188 Days
Sherman	Benson	Personal Care Assistant	Autistic Support	08/17/2022	\$14.42 per hour	TA/PCA E-1	188 Days
Slenker	Lucinda	Licensed Practical Nurse	Special Education	08/17/2022	\$28.51 per hour	Nurse-LPN A-9	188 Days
Small	Lydia	HR Specialist	Human Resources	09/07/2022	\$18.31 per hour	Secretary D F-1	260 Days
Stein	Kelsea	Personal Care Assistant	District Contracted	08/31/2022	\$14.15 per hour	TA/PCA A-1	188 Days
White	Shannon	Personal Care Assistant	Autistic Support	08/25/2022	\$15.76 per hour	TA/PCA G-2	188 Days
Williams	Sean	Personal Care Assistant	District Contracted	08/30/2022	\$14.35 per hour	TA/PCA D-1	188 Days
Zeyn	Tiffany	Teacher Assistant	Autistic Support	09/07/2022	\$14.15 per hour	TA/PCA A-1	188 Days
Zimmerman	Christina	Floating Teacher Assistant	Preschool	08/24/2022	\$14.42 per hour	TA/PCA A-2	188 Day Stretch

8.d. Additional Service Agreements

Last Name	First Name	Position	Rate	School District	Dates
DiCesare	Rosemary	Interpreter	\$38.38 per hour	Dallastown Area School District	August 16, 2022 - June 30, 2023
Haid	Paul	Interpreter	\$57.02 per hour	Dallastown Area School District	August 16, 2022 - June 30, 2023

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Imhoff	Jennifer	Interpreter	\$44.01 per hour	Dallastown Area School District	August 16, 2022 - June 30, 2023
Kelly Education		Agency Personal Care Assistant (2)	\$255.99 per day	Greencastle-Antrim School District	August 23, 2022 - May 31, 2023
Wolff	Melanie	Teacher	\$36.37 per hour	South Western School District	August 18, 2022 - September 30, 2022

8.e. Professional Contracts

Last Name	First Name
Andrews	Lisa
Glatfelter	Rachel
Sollenberger	Kayla

8.f. Change in Employment Status

Last Name	First Name	Position	Program	Rate	Category Step/Scale	Effective	From	To	Reason
Armstrong	Shanese	Personal Care Assistant	Autistic Support	\$14.35 per hour	TA/PCA D-1	10/26/2020	TA/PCA C-1 \$13.47 per hour (2019-2020 School Year)	TA/PCA D-1 \$14.35 per hour (2022-2023 School Year)	Salary Column/Rate Correction
Baker	Tammy	Itinerant Teacher	Visually Impaired Support	\$53,222.00	LIUEA F-5	08/09/2022	LIUEA D-5 \$47,657.00	LIUEA F-5 \$53,222.00	Salary Column Movement - Master's Degree
Barnes	Stacy	Custodian	Special Education / Joint School Committee	\$14.00 per hour	n/a	08/24/2022	n/a	n/a	Additional Part Time Position
Beegle	Alicia	Social Worker	Pupil Personnel Services	\$52,022.00	LIUEA F-1	2022-2023 School Year	\$51,772.00	\$52,022.00	Salary Adjustment per MOU
Cackowski	Kathy	Teacher	Intensive Learning Support	\$52,322.00	LIUEA F-2	2022-2023 School Year	\$52,072.00	\$52,322.00	Salary Adjustment per MOU
Capparuccini	Anita	Teacher	Preschool	\$63,728.00	LIUEA F-10	2022-2023 School Year	\$63,478.00	\$63,728.00	Salary Adjustment per MOU
Cardamone	Kristin	Teacher	Autistic Support	\$47,857.00	LIUEA D-3	2022-2023 School Year	\$47,057.00	\$47,857.00	Salary Adjustment per MOU
DeFelice	Maria	Social Worker	Pupil Personnel Services	\$52,322.00	LIUEA F-2	2022-2023 School Year	\$52,072.00	\$52,322.00	Salary Adjustment per MOU
Dougherty	Aimee	Teacher	Preschool	\$48,457.00	LIUEA D-10	2022-2023 School Year	\$47,657.00	\$48,457.00	Salary Adjustment per MOU
Evans	Angela	Student Support/Tutor	Nonpublic School Services	\$26.37 per hour	Grant Funded	08/09/2022	Part Time	Full Time	Work Calendar Adjustment

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Findlay	Caitlyn	Teacher	Life Skills Support	\$47,257.00	LIUEA D-1	2022-2023 School Year	\$46,457.00	\$47,257.00	Salary Adjustment per MOU
Fortney	Kelly	Staff Developer	Educational Services	\$61,596.00	LIUEA F-9	2022-2023 School Year	\$61,346.00	\$61,596.00	Salary Adjustment per MOU
Glatfelter	Morgan	Speech Therapist	Preschool	\$52,022.00	LIUEA F-1	2022-2023 School Year	\$51,772.00	\$52,022.00	Salary Adjustment per MOU
Goodling	Erin	Instructional Support Teacher	Nonpublic School Services	\$52,922.00	LIUEA F-4	08/09/2022	LIUEA D-4 \$47,357.00 (pre-MOU)	LIUEA F-4 \$52,922.00	Salary Column Movement - Master's Degree
Gottsch	Nicole	Teacher	Preschool	\$47,557.00	LIUEA D-2	2022-2023 School Year	\$46,757.00	\$47,557.00	Salary Adjustment per MOU
James	Lauren	Social Worker	Pupil Personnel Services	\$61,596.00	LIUEA F-9	2022-2023 School Year	\$61,346.00	\$61,596.00	Salary Adjustment per MOU
Kemeny	Gail	Speech Therapist	Preschool	\$53,222.00	LIUEA F-5	2022-2023 School Year	\$52,972.00	\$53,222.00	Salary Adjustment per MOU
Kern	Shannon	Physical Therapist	Occupational and Physical Therapy Services	\$72,258.00 + \$1,500.00 Advisor Stipend	LIUEA F-13	08/09/2022	\$72,258.00 + \$1,000.00 Advisor Stipend	\$72,258.00 + \$1,500.00 Advisor Stipend	Additional Duties
King	Gwen	Teacher	Autistic Support	\$47,257.00	LIUEA D-1	08/22/2022	Teacher Assistant ESPA TA/PCA G-1 \$14.52 per hour	Teacher LIUEA D-1 \$47,257.00	Position Transfer
Mays	Joshua	Teacher	Multidisabilities Support	\$47,257.00	LIUEA D-1	2022-2023 School Year	\$46,457.00	\$47,257.00	Salary Adjustment per MOU
McKeever	Jennifer	Student Support/Tutor	Nonpublic School Services	\$13.00 per hour	Grant Funded	08/09/2022	\$10.00 per hour	\$13.00 per hour	Salary Adjustment
McMurphy	Lindsay	Speech Therapist	Speech and Language Support	\$41.68 per hour	LIUEA F-6 Hourly	08/09/2022	Full Time	Part Time Hourly	Work Calendar Adjustment
McPoyle-Callahan	Jennifer	Staff Developer	Educational Services	\$63,728.00	LIUEA F-10	2022-2023 School Year	\$63,478.00	\$63,728.00	Salary Adjustment per MOU
Myers	Brittany	Social Worker	Pupil Personnel Services	\$52,022.00	LIUEA F-1	2022-2023 School Year	\$51,772.00	\$52,022.00	Salary Adjustment per MOU
Nash	Sydney	Teacher	Intensive Learning Support	\$47,257.00	LIUEA D-1	2022-2023 School Year	\$46,457.00	\$47,257.00	Salary Adjustment per MOU
Nunemaker	Olga	Teacher	Autistic Support	\$47,257.00	LIUEA D-1	08/09/2022	Teacher Assistant	Teacher LIUEA D-1 \$47,257.00	Position Transfer

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							ESPA TA/PCA G-3 \$16.58 per hour		
Osmun	Christy	Occupational Therapist	Occupational and Physical Therapy Services	\$75,039.00 + \$1,500 Advisor Stipend	LIUEA I-13	08/09/2022	\$75,039.00	\$75,039.00 + \$1,500.00 Advisor Stipend	Additional Duties
Parsons	Shilen	Social Worker	Pupil Personnel Services	\$52,322.00	LIUEA F-2	2022-2023 School Year	\$52,072.00	\$52,322.00	Salary Adjustment per MOU
Richards	Hannah	Speech Therapist	Speech and Language Support	\$52,022.00	LIUEA F-1	2022-2023 School Year	\$51,772.00	\$52,022.00	Salary Adjustment per MOU
Rippeon	Cassandra	Occupational Therapist	Occupational and Physical Therapy Services	\$53,838.00	LIUEA G-5	08/09/2022	\$51,987.00 (2021-2022 School Year) LIUEA F-4	\$53,838.00 (2022-2023 School Year) LIUEA G-5	Salary Column Movement - Master's + 15
Santoemma	Kelci	Speech Therapist	Speech and Language Support	\$53,222.00	LIUEA F-5	2022-2023 School Year	\$52,972.00	\$53,222.00	Salary Adjustment per MOU
Scharff	Patrick	Systems and Network Specialist	Educational Technology Services	\$21.12 per hour	Tech C D-1	09/07/2022	Help Desk Tier I Representative Tech B E-1 \$16.95 per hour	Systems and Network Specialist Tech C D-1 \$21.12 per hour	Position Transfer
Showers	Kortney	Staff Developer	Educational Services	\$52,622.00	LIUEA F-3	2022-2023 School Year	\$52,372.00	\$52,622.00	Salary Adjustment per MOU
Snyder	Antoinette	Behavior Analyst	Pupil Personnel Services	\$52,322.00	LIUEA F-2	2022-2023 School Year	\$52,072.00	\$52,322.00	Salary Adjustment per MOU
Tohill	Megan	Teacher	Multidisabilities Support	\$47,257.00	LIUEA D-1	2022-2023 School Year	\$46,457.00	\$47,257.00	Salary Adjustment per MOU
Wagner	Jennifer	Teacher	Emotional Support	\$47,257.00	LIUEA D-1	08/22/2022	Teacher Assistant ESPA TA/PCA G-6 \$21.80 per hour	Teacher LIUEA D-1 \$47,257.00	Position Transfer
Wolf	Maria	Teacher	Autistic Support	\$47,257.00	LIUEA D-1	2022-2023 School Year	\$46,457.00	\$47,257.00	Salary Adjustment per MOU

8.g. Days Beyond Contract

Last Name	First Name	Position	Program	August 2022/2023 Number of Days	September 2022/2023 Number of Days	October 2022/2023 Number of Days	November 2022/2023 Number of Days
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Conner	Corinne	Staff Developer	Educational Services	0	1.5	2.5	0.5
Ney-Shaffer	Chantelle	Staff Developer	Educational Services	1	0	0	0
Oswald	Jennifer	Staff Developer	Educational Services	2	0	0	0

8.h. Treasurer's Report

Recommendation: Motion to accept the Treasurer's Report of July 2022, showing cash on hand in the amount of \$23,026,068.17.

8.i. Financial Report

Recommendation: Motion to approve the Financial Report of payments and payroll totaling \$6,821,745.34.

8.j. Transportation Drivers

Recommendation: Motion to accept the list of Transportation Drivers.

8.k. Grant Requests

8.k.a. United Way of Franklin County Community Impact Grant

Recommendation: Motion to grant approval for the Adult Education program to apply for \$20,000 through the United Way of Franklin County Community Impact Grant to support PDE grant requirements and salary, benefits and dues for Franklin County Literacy Council employees.

8.k.b. PCCD Grant

Recommendation: Motion to grant approval to apply for \$140,000 through the School Mental Health & Safety & Security grant to support mental health initiatives and physical school security enhancements to meet or exceed the baseline criteria developed by the School Safety and Security Committee of PCCD.

8.k.c. Wal-Mart Local Community Grant

Recommendation: Motion to grant approval for the Adult Education Program to apply for \$1,000 through the Wal-Mart Local Community Grant to improve the student computer area at the Adams County Literacy Council.

8.l. Job Descriptions for Adoption

Recommendation: Motion to adopt job descriptions.

Receptionist - York Learning Center (revised)

ECYEH Outreach and Marketing Specialist (new position)

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9. Action Items

9.a. PowerSchool Service Agreement

Recommendation: Motion to grant approval for the Educational Services and Educational Technology Services divisions to enter into an agreement with PowerSchool to purchase PowerSchool Professional Learning for 7,000 users at a license and subscription fee price of \$21,196 for the first year, and \$17,325 for each subsequent year.

Sally Kacar moved approval, seconded by Brian Hoffman. Roll call vote recorded: Brandon Boyer/nay; Janon Gray/aye; Sue Heistand/aye; Brian Hoffman/aye; Sally Kacar/aye; Cassandra Liggins/aye; Cindy Rohrbaugh/aye; and Mark Smith/aye. The motion carried with 7 ayes, 1 nay.

9.b. PA Educator.net Agreement

Recommendation: Motion to adopt an agreement with PA Educator.net effective September 6, 2022, to provide online employment applications at a fee of \$500 annually. Cassandra Liggins moved approval, seconded by Brian Hoffman. Roll call vote recorded: Brandon Boyer/aye; Janon Gray/aye; Sue Heistand/aye; Brian Hoffman/aye; Sally Kacar/aye; Cassandra Liggins/aye; Cindy Rohrbaugh/aye; and Mark Smith/aye. Motion carried unanimously.

9.c. Agreement with Huron Consulting Group

Background: The Administration recommends approval of an agreement with Huron Consulting Group to provide Leadership Development/Systemwide Organizational Excellence strategies to the Cabinet and Leadership Team during the 2022-2023 school year.

Recommendation: Motion to enter into an agreement with Huron Consulting Group to provide Leadership Development in Systemwide Organizational Excellence strategies to the LIU Cabinet and Leadership Team at a cost of \$30,000, to be funded from committed fund balance for professional development.

Dr. West and Dr. Trail reviewed the proposal to contract with Huron Consulting Group to provide leadership development for the cabinet and leadership team for the 2022-2023 school year, in conjunction with one of the executive director's goals for the IU to become experts in our areas of service. Mr. Boyer asked if the IU received references from other school districts or intermediate units that have received leadership development from the Huron Group, to which the reply was no. Mrs. Kacar asked if Huron will lead the group in developing strategic goals and mission in a way that meets district needs, to which the reply was that training is embedded in the IU's mission goals and values and will be customized to the needs of the organization. Dr. West added that the training to be provided by Huron is directly related to his goals which were presented and approved by the Board previously. The program would include four on-site visits per year for 1.5 days per visit, virtual coaching sessions and coaching calls.

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Motion: Mr. Boyer moved approval, seconded by Sally Kacar. Roll call vote recorded: Brandon Boyer/aye; Janon Gray/nay; Sue Heistand/aye; Brian Hoffman/aye; Sally Kacar/aye; Cassandra Liggins/nay; Cindy Rohrbaugh/aye; and Mark Smith/aye. Roll call vote recorded 6 ayes and 2 nays. The motion failed because a majority of the full Board did not vote in the affirmative, as required by Pennsylvania School Code (24 P.S. §5-508 - *Majority vote required; recording: "The affirmative vote of a majority of all the members of the board of school directors in every school district, duly recorded, showing how each member voted, shall be required in order to take action on the following subjects: - Entering into contracts of any kind, including contracts for the purchase of fuel or any supplies, where the amount involved exceeds one hundred dollars [\$100.]; and 9-914-A Powers and duties of the intermediate unit board of directors.*)

Point of Order: Mr. Boyer stated that there should have been a motion and second on the agenda item prior to discussion, to which the Solicitor agreed is correct protocol; however, Mrs. Heistand stated that this particular item was not presented formally for information last month, so it was presented this month for information, as well as action by the Board. She extended her apologies that the order of presentation, motion and action did not follow the appropriate rules of order.

10. Information Items

10.a. Managed Methods Agreement

Background: The Lincoln Intermediate Unit utilizes several cloud-based services for email communications, file sharing/storage, and profile management. Each service provides a limited set of security tools, but each requires an expensive subscription for enhanced security features, available only through each cloud service vendor. A centralized security platform is needed to proactively monitor for any malicious activity, notify IT Services teams of any issues, and automatically remediate any security related events discovered on these systems. Managed Methods is a cloud-based security platform which integrates into our cloud services and uses machine AI to monitor for and combat against malicious activity. It provides 24/7/365 automated data security monitoring and risk audits, which are integrated with data loss protection to prevent theft of personally identifiable information. Each email sent and received by our email systems is scanned for any potential threats and, once discovered, automatically mitigated. Machine artificial intelligence (AI) is employed to scan student email and file storage accounts and alert staff to potential self-harm, cyberbullying, threats, and other such incidents. LIU administration is making the recommendation to enter into an agreement with Managed Methods to purchase Managed Methods for 1,250 staff and 700 students at a license and subscription fee price of \$20,315. This cost represents a 15% discount of \$3,585. Each subsequent year's annual renewal fee will be in the amount of \$20,315.

Recommendation: No action required at this time. The following motion will be presented on October 4, 2022: Motion to grant approval for Educational Technology Services to enter into an agreement with Managed Methods for 1,250 staff and 700 students at a license and subscription fee price of \$20,315 and \$20,315 for each subsequent year.

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10.b. PBXact Telephone System

Background: The Lincoln Intermediate Unit utilizes an open source telephone system which does not have the capability to support LIU staff assigned to locations outside of our New Oxford Central Office and learning centers who need telephone services to complete their tasks. The developer of this system also reduced their support offerings after the firm was purchased by a competitor. Sangoma's PBXact Unified Communications System allows Educational Technology Services to expand our telephone capabilities for staff throughout our service area. Each user would be provided with a softphone solution, accessible through any compatible device (laptop, cell phone, tablet, etc.) PBXact is fully supported by Sangoma's commercial support service and is trusted by several organizations, including other Intermediate Units, to provide telephone services to their districts and staff. The administration is requesting approval to enter into an agreement with Dauphin Datacom to purchase Sangoma's PBXact Unified Communications System. This includes 2 PBXact virtual servers and licensing for 850 users (one user license per server - 1,700 total) at a cost of \$57,632.60. This cost represents licensing and support for a period of five years and turnkey installation/turn-up services from Dauphin Datacom.

Recommendation: No action required at this time. The following motion will be presented on October 4, 2022: Motion to grant approval for Educational Technology Services to enter into an agreement with Dauphin Datacom for the PBXact Unified Communications System, which includes 2 PBXact virtual servers and licensing for 850 users (one user license per server - 1,700 total) at an initial cost of \$57,632.60, and a renewal cost of \$9,168 for a three-year support contract following the first five years of the contract.

11. President's Report

Further discussion on Motion 9.c. - Agreement with Huron Consulting Group: Mr. Boyer asked the Solicitor about the correct procedure for either amending motion 9.c. to request additional information from other vendors that could provide similar leadership training for comparison purposes, or a motion to reconsider adoption of 9.c. at the current meeting or the October meeting. A lengthy discussion ensued. Mr. Walker responded that a motion to reconsider may be presented during this meeting, or the next meeting; however, a motion to reconsider cannot be presented twice. No further action was proposed or taken on item 9.c.

Opportunity for Public Comment: Mrs. Heistand provided another opportunity for public comment, with no public comments received.

Mrs. Heistand noted that Board members face similar challenges within their school districts and were encouraged to reach out to fellow board members here or within their own districts for assistance or feedback.

12. Executive Director's Report

Dr. West highlighted the following items:

As part of two organizational goals on building a culture of trust with our employees, and strengthening our relationships with the school districts, the following activities are planned:

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1. Learning and Sharing Forums will continue to be held and are scheduled at the Central Office, Franklin Learning Center and York Learning Center in the coming school year.
2. Opportunities for "Coffee and Conversation" will be held in conjunction with Dr. West's visits to each learning center to provide an opportunity for staff to meet informally to discuss issues of concern and begin to build relationships between leadership team and staff.

Through the coordination of Julie Romig, LIU will host a Legislative Forum for our Superintendents and area legislators in December to discuss topics of importance to all of us, and to build relationships between our district leaders and elected officials. Mr. Boyer asked if Board members may attend the Legislative Forum. Ms. Romig will propose the question to the Superintendents Legislative and Advocacy Committee.

13. Assistant Executive Director's Report

Dr. Trail reported that the IU had an amazing guest speaker at the opening session of our August In-Service program. Adam Blank's presentation brought both tears and laughter from the staff. He shared how he was able to overcome so many challenges over his lifetime through the passion and dedication of his parents and the special education staff that worked with him at Intermediate Unit 1. For more information on Adam, visit adampblank.com.

14. Cabinet Reports

Communications: Julie Romig has formed a Communications Advisory Council composed of 10 people representing different positions and programs within the IU, which will meet monthly to discuss the organization's efforts to improve communications and ways the organization can support the staff.

Human Resources: Tracy Williams hosts the HR Consortium, a job alike group for district Human Resources staff which meets four times per year to network and share information. The LIU HR Division is developing a guide book for HR professionals in education to assist those HR professionals coming from the business world into education.

Education Services: Dr. Sterner announced that the IU will offer the second annual Equity Speaker Series at no additional cost on Tuesdays from 3:30 - 4:30 pm. The Technical and Consulting staff provided professional development to other school districts during their opening in-service programs. Professional development was provided to 1800 educators across 13 local education entities within our footprint.

Finance/Business Services: During his first month at the IU, Brent Kessler has held several team meetings, individual one-on-one staff meetings and small and large group meetings within his division. He is working with Dr. Leese to partner with special education on Schedule A billing, staffing, and building the budget process, as well as assisting her with several transition items. Although Mr. Kessler has worked with local district business managers for the past 15 years, he has started to meet one-on-one with each of them to gather feedback on their needs and concerns from an IU perspective. He has also spent time with the Joint Purchasing Board, the Lincoln Benefit Trust, and has visited the York Learning Center. He will attend the Franklin Learning Center Joint School Committee meeting on September 9, 2022.

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Special Education/Student Services and District Engagement: Dr. Leese shared that on the second day of August In-Service, many staff were brought back together for the first time since 2019. She and her administrative staff visited all in-service sessions that day to welcome everyone back to school. One of the initiatives for this year will be Brene Brown's BRAVE techniques. The Division is working closely with our district partners and special education advisory council representatives on staffing issues. Dr. Leese is also in the process of visiting each school district special education representative to solicit feedback on what we are doing well and what we can do better.

Educational Technology: Jared Mader reported that the IU has partnered with Project Tomorrow, a 20 to 25-year-old educational non-profit organization based in Irvine, California. Project Tomorrow is holding a coaches' clinic for computational thinking--how children should begin thinking to be successful in innovative careers in coding, programming and developing. Project Tomorrow has contracted with the IU to be the Computational Thinking Trainer Coaches of the group that will attend the Coaches Clinic in Northern Michigan. Nicole Bond and Ben Smith are representing the LIU to fulfill the contracted services requested by Project Tomorrow. Mr. Mader was excited that the IU's passion and expertise in computational thinking and STEM is now expanding beyond the local and state level to the national level.

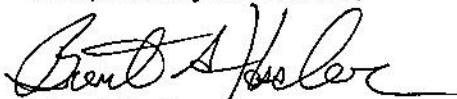
15. Good of the Order

No topics were discussed or presented for the good of the order.

16. Adjournment

Mrs. Heistand adjourned the meeting at 8:39 pm.

Respectfully submitted,



Brent A. Kessler
Board Secretary

Next Meeting: October 4, 2022