



**LIU BOARD OF DIRECTORS  
MINUTES  
April 1, 2025**

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**1. Call to Order**

The regular meeting of the Lincoln Intermediate Unit 12 Board of Directors was held on April 1, 2025 at the LIU Central Office. Board President Todd Gettys called the meeting to order at 7:04pm.

**2. Pledge of Allegiance**

The meeting was opened with the pledge of allegiance.

**3. Roll Call**

The following Board members attended: Brandon Boyer (joined at 7:39pm), Todd Gettys, Jennifer Goldhahn, Jay Gray, Marc Greenly, Stephanie Harbaugh, Sally Kacar, Sara Keefer, Tedd Sayres, Mark Smith and Scott Wingard. LIU staff attending were Dr. M. Christopher Marchese, Dr. Kendra Trail, Julie Alu, Brent Kessler, Dr. Jennifer Leese, Jared Mader, Dr. Laura McCusker, Tracy Williams, Amy Crouse and Eric Sands.

**4. Recognition of Visitors and Public Comment: Todd Gettys, Board President**

Mr. Gettys provided an opportunity for public comments. There were no public comments.

**5. Presentation: PDE Special Education Plan 2025-2026**

Dr. Leese delivered a presentation that provided an overview of the PDE Special Education Plan for the 2025-2026 school year.

**6. Approval of Minutes of March 4, 2025**

The minutes of March 4, 2025 were approved as presented.

**7. 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.

Recommendation: Motion to approve all recommendations under the Consent Agenda.

Tedd Sayres moved to approve the Consent agenda, seconded by Sally Kacar. All Board members present voted in favor and the motion carried.

**LIU Board of Directors Minutes  
April 1, 2025**

**7.a. Resignations/Retirements/Terminations**

Last Name	First Name	Position	Program	Term Date	Reason
Haga	Katherine	Personal Care Assistant	Life Skills Support	6/1/2025	Retirement
Lehr	Virginia	Teacher Assistant	Transition	5/23/2025	Retirement
Noel	Cloe	Teacher Assistant	Autistic Support	3/7/2025	Resignation
Omlor	Tara	Teacher Assistant	Therapeutic Emotional Support	3/11/2025	Resignation
Petry	Tyler	Help Desk Tier 1 Representative	Educational Technology Services	3/14/2025	Resignation
Scott	Valerie	Teacher Assistant	Preschool	3/26/2025	Resignation
Smith	Lisa	Emotional Support Teacher	Emotional Support	5/30/2025	Resignation
Student	Worker	#10005653	Life Skills Support	12/12/2024	Aged Out of Program
Washington	Ronda	Instruction in the Home	Student Services	2/21/2025	Resignation
Watson	Jennifer	Teacher Assistant	Multidisabilities Support	5/30/2025	Retirement

**7.b. Professional Staff Nominations (contingent upon completion of required paperwork/clearances)**

Last Name	First Name	Position	Program	Orientation or Hire Date	Rate	Category Step/Scale	Work Calendar
Noll	Christine	School Counselor	Student Services	3/26/2225	\$58,550.00	LIUEA, F-7	188 Days

**7.c. Non-Certified Staff Nominations (contingent upon completion of required paperwork/clearances)**

Last Name	First Name	Position	Program	Orientation or Hire Date	Rate	Category Step/Scale	Work Calendar
Bailey	Aimee	Teacher Assistant	Emotional Support	6/24/2025	\$18.00 per hour	ESPA, Level 3	188 Days
Douglas	Renee	Teacher Assistant	Multidisabilities Support	4/2/2025	\$18.00 per hour	ESPA, Level 3	188 Days
Haught	Nicholas	Personal Care Assistant	Dual Diagnosis	4/2/2025	\$18.06 per hour	ESPA, Level 3	188 Days
Hurt	Madison	Personal Care Assistant	Autistic Support	4/2/2025	\$18.00 per hour	ESPA, Level 3	188 Days
Johnson	Keyara	Teacher Assistant	Behavioral Intervention	3/26/2025	\$18.00 per hour	ESPA, Level 3	188 Days
Long	Adrian	Teacher Assistant	Therapeutic Emotional Support	4/2/2025	\$18.03 per hour	ESPA, Level 3	188 Days
Mauk	Trevor	Custodian	Business Services	3/26/2025	\$17.00 per hour	ESPA, Level 2	260 Days
Overholtzer	Crete	Personal Care Assistant	Student Services	3/12/2025	\$18.00 per hour	ESPA, Level 3	188 Days
Reaver	Sabrina	Teacher Assistant	Transition	3/26/2025	\$18.21 per hour	ESPA, Level 3	188 Days

**LIU Board of Directors Minutes  
April 1, 2025**

Reed	Laura	Personal Care Assistant	Autistic Support	3/12/2025	\$18.24 per hour	ESPA, Level 3	188 Days
Young	Shayna	Personal Care Assistant	Dual Diagnosis	4/2/2025	\$18.03 per hour	ESPA, Level 3	188 Days

**7.d. Additional Service Agreements**

Last Name	First Name	Position	Rate	School District	Dates
Haid	Paul	Interpreter (sub)	\$59.98 per hour	Bermudian Springs SD	March 3, 2025 - May 30, 2025
Hockensmith	Kimberly	Interpreter	\$39.63 per hour	Bermudian Springs SD	March 3, 2025 - May 30, 2025
Hockensmith	Kimberly	Interpreter	\$39.63 per hour	Spring Grove SD	March 3, 2025 - March 5, 2025
Murren	Victoria	Teacher	\$36.59 per hour	Upper Adams SD	March 31, 2025- April 25, 2025
Sprow	Karen	TA	\$18.13 per hour	Northeastern SD	February 18, 2025 - February 23, 2025
Sterner	Marilyn	Interpreter (sub)	\$47.13 per hour	Bermudian Springs SD	March 3, 2025 - May 30, 2025
Sterner	Marilyn	Interpreter	\$47.13 per hour	Gettysburg SD	March 6, 2025
Stoner	Kelly	Para	\$ 23.02 per hour	Gettysburg SD	March 11, 2025 - April 15, 2025
Wysocki	Abigail	Job Coach	\$19.77 per hour	Central York SD	March 17 - May 30, 2025

**7.e. Days Beyond Contract**

Last Name	First Name	Position	Program	February 2025	March 2025	April 2025	May 2025
McMurphy	Lindsay	Staff Developer	TAC		.5	.5	.5

**7.f. Classroom Monitors**

The following employees are recommended to join a pool of classroom monitors to be paid \$2.50 per hour in addition to their current hourly rate:

Last Name	First Name
Flickinger	Pamela

**7.g. Treasurer's Report**

Recommendation: Motion to accept the Treasurer's Report of February 28, 2025 showing cash on hand in the amount of \$41,156,767.55

**7.h. Financial Report**

Background: The Financial report includes all disbursements made since the last Board report through March 19, 2025.

Recommendation: Motion to approve the Financial Report of payments and payroll totaling \$13,959,703.40.

### **7.i. Transportation Drivers**

Background: A list of new transportation drivers is provided to LIU Board members throughout the school year, showing new and replacement drivers.

Recommendation: Motion to accept the list of Transportation Drivers.

### **7.j. Job Descriptions for Adoption**

Background: The following job descriptions are presented for adoption.

- Job Coach – Classroom Based

Recommendation: Motion to adopt job descriptions.

### **7.k. Board of Directors Meeting Schedule 2025-2026**

Background: The Board of Directors meeting schedule for 2025-2026 is presented for approval each year.

Recommendation: Motion to approve the Board of Directors meeting schedule for 2025-2026.

## **8. Action Items**

### **8.a. Collective Bargaining Agreement with Lincoln Intermediate Unit Education Association**

Background: Presented for ratification is the Collective Bargaining Agreement between the Lincoln Intermediate Unit Board of Directors and the Lincoln Intermediate Unit Education Association effective July 1, 2025 - June 30, 2030.

Recommendation: Motion to ratify the 2025-2030 Collective Bargaining Agreement between the Lincoln Intermediate Unit Board of Directors and the Lincoln Intermediate Unit Education Association.

Scott Wingard moved approval, seconded by Mark Smith. Roll call vote recorded: Sara Keefer/aye; Tedd Sayres/aye; Mark Smith/aye; Scott Wingard/aye; Brandon Boyer/aye; Jennifer Goldhahn/nay; Jay Gray/aye; Marc Greenly/aye; Stephanie Harbaugh/aye; Sally Kacar/aye; Todd Gettys/aye. The motion passed with a vote of 10 ayes and 1 nay.

### **8.b. Teller's Report of Votes on General Operating Budget 2025-2026**

Background: The Teller's Report of Votes on the General Operating Budget for 2025-2026 is presented for review and adoption. All 25 school districts voted to adopt the 2025-2026 General Operating Budget.

Recommendation: Motion to adopt the Teller's Report of Votes on the LIU General Operating Budget for 2025-2026.

Scott Wingard moved approval, seconded by Tedd Sayres. Roll call vote recorded: Sally Kacar/aye; Sara Keefer/aye; Tedd Sayres/aye; Mark Smith/aye; Scott Wingard/aye; Brandon Boyer/aye;

**LIU Board of Directors Minutes  
April 1, 2025**

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Jennifer Goldhahn/aye; Jay Gray/aye; Marc Greenly/aye; Stephanie Harbaugh/aye; Todd Gettys/aye. The motion passed with a vote of 11 ayes.

**8.c. Appointment of Solicitor**

Background: Effective April 1, 2025, Stock and Leader will be joining the law firm of Saxton & Stump.

Recommendation: Motion to approve Saxton & Stump as the LIU's solicitor for General Counsel, Special Education, and Labor matters for the period of April 1, 2025 through June 30, 2025, and for the 2025-2026 school year, in accordance with the Engagement Letter dated March 11, 2025.

Tedd Sayres moved approval, seconded by Sally Kacar. Roll call vote recorded: Stephanie Harbaugh/aye; Sally Kacar/aye; Sara Keefer/aye; Tedd Sayres/aye; Mark Smith/aye; Scott Wingard/aye; Brandon Boyer/aye; Jennifer Goldhahn/aye; Jay Gray/aye; Marc Greenly/aye; Todd Gettys/aye. The motion passed with a vote of 11 ayes.

**8.d. New Oxford Central Office Roof Refurbishment**

Background: Since July 1, 2024, there have been inconsistent leaks in a few parts of the New Oxford Central Office. In that same time frame, the LIU has had two separate roofing contractors out four different times to patch and repair portions of the roof that they believed may be causing the leaks. In December, Tremco was hired to conduct a full roof inspection and infrared scan of the roof. The inspection showed the roof was estimated to be 21 years old, was an EPDM roof retrofit over a metal roof and had significant damage including open seams, tears, punctures, worn copings, wind damage, and multiple repairs (with some coming loose again).

Based on the inspection report, in February we went out to bid for a roof refurbishment project. More than a dozen companies reached out about the bid information and five companies submitted bids as outlined below. The scope of the project will be to apply a new seamless membrane roof with a 25 year warranty to all 5 roofs, repaint coping caps around roof, replace metal fascia on main roof, and install new window sealants on 2nd floor. The LIU had previously assigned capital reserve funds to be set aside for future roof and building projects.

	Bidder Name and Company				
	Detwiler	Heidler	Houck	Mid State	Progressive
Base Bid 1: Roof Areas 1-5	\$1,103,000	\$1,036,201	\$1,038,000	\$1,287,611	\$991,735
Add Alternates 1-3	\$75,000	\$29,062	No Bid	\$14,125	\$32,300
Combined Bid	\$1,178,000	\$1,065,263	No Bid	\$1,301,736	\$1,024,035

Recommendation: Motion to approve Progressive Roofing as the contractor to complete the New Oxford Central Office roof restoration project in the amount of \$1,024,035 using Capital Reserve Funds.

Tedd Sayres moved approval, seconded by Scott Wingard. Roll call vote recorded: Marc Greenly/aye; Stephanie Harbaugh/aye; Sally Kacar/aye; Sara Keefer/aye; Tedd Sayres/aye; Mark

Smith/aye; Scott Wingard/aye; Brandon Boyer/aye; Jennifer Goldhahn/aye; Jay Gray/aye; Todd Gettys/aye. The motion passed with a vote of 11 ayes.

#### **8.e. Appointment of Title IX Coordinator**

Background: Title IX of the Education Amendments of 1972 (20 U.S.C. § 1681 et seq.) and its implementing regulations (34 C.F.R. Part 106) require all educational institutions that receive federal funding to designate a Title IX Coordinator to oversee compliance with Title IX regulations, including policies related to discrimination based on sex and sexual harassment.

Recommendation: Motion to approve Dr. Kendra Trail as the Title IX Coordinator for the Lincoln Intermediate Unit as required by law.

Board President Todd Gettys proposed that the board vote on items 8.e through 8.j as a group and asked if any board members wished to have any items removed for discussion. Tedd Sayres requested items 8.f, 8.g. and 8.h. be pulled for discussion.

The Board voted simultaneously on items 8.e, 8.i, and 8.j. Jennifer Goldhahn moved approval seconded by Tedd Sayres. Roll call vote recorded: Jay Gray/aye; Marc Greenly/aye; Stephanie Harbaugh/aye; Sally Kacar/aye; Sara Keefer/aye; Tedd Sayres/aye; Mark Smith/aye; Scott Wingard/aye; Brandon Boyer/aye; Jennifer Goldhahn/aye; Todd Gettys/aye. The motion passed with a vote of 11 ayes.

#### **8.f. Liberty University Practicum Articulation Agreement**

Background: The Student Services Division is requesting approval to enter into an agreement with Liberty University School of Education for one year from the date of April 1, 2025, and will renew automatically unless terminated by either party. This agreement provides an opportunity for student observations and/or internships for Liberty University practicum candidates within the IU. These students will have the educational experience necessary to qualify for this program, and agree to follow guidelines provided by LIU12. The Lincoln Intermediate Unit will provide the use of its facilities for the learning experience of Liberty University students.

Recommendation: Motion to approve an agreement between the Lincoln Intermediate Unit 12 and Liberty University School of Education, to provide student observations and/or internships to Liberty University practicum candidates within the IU.

Board President Todd Gettys proposed that the board vote on items 8.e through 8.j as a group and asked if any board members wished to have any items removed for discussion. Tedd Sayres requested items 8.f, 8.g. and 8.h. be pulled for discussion.

The Board discussed the details of the Liberty University agreements and the reasons behind the LIU's request for approval.

The Board voted simultaneously on items 8.f, 8.g, and 8.h. Sally Kacar moved approval seconded by Scott Wingard. Roll call vote recorded: Jennifer Goldhahn/aye; Jay Gray/aye; Marc Greenly/aye; Stephanie Harbaugh/aye; Sally Kacar/aye; Sara Keefer/aye; Tedd Sayres/aye; Mark Smith/aye; Scott Wingard/aye; Brandon Boyer/aye; Todd Gettys/aye. The motion passed with a vote of 11 ayes.

### **8.g. Liberty University Student Teaching Agreement**

Background: The Student Services Division is requesting approval to enter into an agreement with Liberty University School of Education for one year from the date of April 1, 2025, and will renew automatically unless terminated by either party. This agreement provides an opportunity for student teaching opportunities and observations for Liberty University students within the IU. These students will have the educational experience necessary to qualify for this program, and agree to follow guidelines provided by LIU12. The Lincoln Intermediate Unit will provide the use of its facilities for the learning experience of Liberty University students.

Recommendation: Motion to approve an agreement between the Lincoln Intermediate Unit 12 and Liberty University School of Education, to provide student teaching opportunities and observations to Liberty University students within the IU.

Board President Todd Gettys proposed that the board vote on items 8.e through 8.j as a group and asked if any board members wished to have any items removed for discussion. Tedd Sayres requested items 8.f, 8.g. and 8.h. be pulled for discussion.

The Board discussed the details of the Liberty University agreements and the reasons behind the LIU's request for approval.

The Board voted simultaneously on items 8.f, 8.g, and 8.h. Sally Kacar moved approval seconded by Scott Wingard. Roll call vote recorded: Jennifer Goldhahn/aye; Jay Gray/aye; Marc Greenly/aye; Stephanie Harbaugh/aye; Sally Kacar/aye; Sara Keefer/aye; Tedd Sayres/aye; Mark Smith/aye; Scott Wingard/aye; Brandon Boyer/aye; Todd Gettys/aye. The motion passed with a vote of 11 ayes.

### **8.h. Liberty University Licensure Programs Agreement**

Background: The Student Services Division is requesting approval to enter into an agreement with Liberty University School of Education for one year from the date of April 1, 2025, and will automatically renew unless terminated by either party. This agreement provides an opportunity for student observations and/or internships for Liberty University licensure program students within the IU. This agreement includes students from Liberty University's Reading and Math Specialist programs and School Administration program. These students will have the educational experience necessary to qualify for this program, and agree to follow guidelines provided by LIU12. The Lincoln Intermediate Unit will provide the use of its facilities for the learning experience of Liberty University students.

Recommendation: Motion to approve an agreement between the Lincoln Intermediate Unit 12 and Liberty University School of Education, to provide student observations and/or internships to Liberty University licensure program students within the IU.

Board President Todd Gettys proposed that the board vote on items 8.e through 8.j as a group and asked if any board members wished to have any items removed for discussion. Tedd Sayres requested items 8.f, 8.g. and 8.h. be pulled for discussion.

The Board discussed the details of the Liberty University agreements and the reasons behind the LIU's request for approval.

The Board voted simultaneously on items 8.f, 8.g, and 8.h. Sally Kacar moved approval seconded by Scott Wingard. Roll call vote recorded: Jennifer Goldhahn/aye; Jay Gray/aye; Marc Greenly/aye; Stephanie Harbaugh/aye; Sally Kacar/aye; Sara Keefer/aye; Tedd Sayres/aye; Mark Smith/aye;

Scott Wingard/aye; Brandon Boyer/aye; Todd Gettys/aye. The motion passed with a vote of 11 ayes.

### **8.i. Authorization to Accept Donations for National Educator Appreciation Week**

Background: The Employee Recognition Committee requests authorization to seek both monetary and in-kind donations from businesses for National Educator Appreciation Week - May 5-9, 2025. In accordance with Board Policy 702 - Gifts, Grants, Donations, the Board has the authority to refuse or accept gifts and donations made to the Intermediate Unit.

Recommendation: Motion to grant authority to the LIU's Employee Recognition Committee to solicit and receive monetary and in-kind donations from businesses to be used for National Educator Appreciation Week - May 5-9, 2025.

Board President Todd Gettys proposed that the board vote on items 8.e through 8.j as a group and asked if any board members wished to have any items removed for discussion. Tedd Sayres requested items 8.f, 8.g. and 8.h. be pulled for discussion.

The Board voted simultaneously on items 8.e, 8.i, and 8.j. Jennifer Goldhahn moved approval seconded by Tedd Sayres. Roll call vote recorded: Jay Gray/aye; Marc Greenly/aye; Stephanie Harbaugh/aye; Sally Kacar/aye; Sara Keefer/aye; Tedd Sayres/aye; Mark Smith/aye; Scott Wingard/aye; Brandon Boyer/aye; Jennifer Goldhahn/aye; Todd Gettys/aye. The motion passed with a vote of 11 ayes.

### **8.j. Board Policies for First Reading**

Background: The following policies are presented for first reading.

830 Security of Computerized Personal Information/Breach Notification (Previously Breach of Computerized Personal Information)

Recommendation: Motion to approve first reading.

Board President Todd Gettys proposed that the board vote on items 8.e through 8.j as a group and asked if any board members wished to have any items removed for discussion. Tedd Sayres requested items 8.f, 8.g. and 8.h. be pulled for discussion.

The Board voted simultaneously on items 8.e, 8.i, and 8.j. Jennifer Goldhahn moved approval seconded by Tedd Sayres. Roll call vote recorded: Jay Gray/aye; Marc Greenly/aye; Stephanie Harbaugh/aye; Sally Kacar/aye; Sara Keefer/aye; Tedd Sayres/aye; Mark Smith/aye; Scott Wingard/aye; Brandon Boyer/aye; Jennifer Goldhahn/aye; Todd Gettys/aye. The motion passed with a vote of 11 ayes.

## **9. Information Items**

### **9.a. Special Education Budget 2025-2026**

Background: Mr. Brent Kessler, Director of Finance & Business Services, will present the proposed Special Education Budget for 2025-2026.

Recommendation: No action required at this time. The following motion will be presented for the Board's consideration on May 6, 2025: Motion to adopt the proposed Special Education Budget for 2025-2026.

Mr. Kessler reviewed the proposed Special Education Budget for the 2025-2026 school year. The Board asked a few questions, and the budget is set to be presented for approval at the Board meeting on May 6, 2025.

### **10. President's Report**

- Mr. Gettys provided another opportunity for public comments with no comments received.
- Mr. Gettys reminded the Board to complete their Statement of Financial Interest forms by May 1.

### **11. Executive Director's Report**

- Dr. Marchese gave an update on his 100 Day Entry Plan, noting that it has been updated and is now available on LIU's website for all stakeholders to access. He has made significant progress toward completion of several goal areas.
- Dr. Marchese congratulated Dr. Lori Bauerline who has been appointed by the Governor's office to serve as a member of the Special Education Advisory Panel.
- Dr. Marchese also reminded the Board about the upcoming Board Retreat on April 16th. A survey will be sent to the Board tomorrow to collect information in advance of the event.

### **12. Assistant Executive Director's Report**

- Dr. Trail mentioned that the Superintendent Symposium held last week was attended by 14 superintendents. Going forward, there will be one symposium each year, scheduled for the fall.
- Dr. Trail shared an update on the Early Childhood pilot project with Franklin County, and everything is going well. Next week, they will visit the Catherine Hershey Early Childhood Center to explore potential ideas that could be brought back to Franklin County.

### **13. Cabinet Report**

Julie Alu shared that on March 25th, 10 LIU staff members attended PAIU's Day on the Hill event in Harrisburg. The team had meetings with the following elected officials: Senator Kristen Phillips-Hill, Senator Dawn Keefer, Representative Kate Klunk, Representative Chad Reichard, Representative Dan Moul, Representative Wendy Fink and Representative Carol Hill-Evans.

Dr. Laura McCusker shared that four members of the Educational Services department presented three different sessions at the annual PDE Data Summit in Hershey, PA. Dr. McCusker also thanked everyone for trusting her with the Interim Director role since January. The new Educational Services Director, Rebecca Gibboney, will be in attendance at next month's Board meeting.

Tracy Williams mentioned that the Human Resources department has been primarily focused on contract negotiations and developing the HR Hub in collaboration with district partners. This tool will evolve over time, with new information being added to help HR professionals access the resources they need to perform their roles effectively. Additionally, the HR department is organizing a spring job fair.

Brent Kessler thanked Eric Sands, LIU's Facilities Manager and Safety and Security Coordinator, for attending tonight's meeting to address any questions about the roof project.

Dr. Leese thanked the Board for their ongoing support of Student Services and the important work they do. She also highlighted that April 2nd is World Autism Day and encouraged everyone to wear blue in recognition of the day. Additionally, she reminded everyone that School Bus Driver Day is coming up on April 22nd.

Jared Mader shared that Brant Kenny, LIU's Manager of IT Services, has earned a Public School Business Official Certification from PASBO (Pennsylvania Association of School Business Officials). He is proud of Brant and the efforts he has made to establish himself as an IT leader within PASBO.

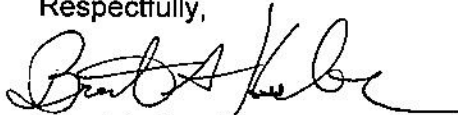
**14. Good of the Order**

Brandon Boyer thanked Dr. Marchese and Tracy Williams for their support in the Tuscarora School District Superintendent search. They presented a competitive proposal that came in much lower than others. In the end, Tuscarora chose to utilize their services for an in-house review process.

**15. Adjournment**

Sally Kacar made a motion to adjourn the meeting, seconded by Brandon Boyer. The meeting adjourned at 8:37pm.

Respectfully,



Brent A. Kessler  
Board Secretary

/ac

**Next Meeting: May 6, 2025**