



LIU BOARD OF DIRECTORS MINUTES May 6, 2025

1. Call to Order

The regular meeting of the Lincoln Intermediate Unit 12 Board of Directors was held on May 6, 2025 at the LIU Central Office. Board President Todd Gettys called the meeting to order at 7:01pm. Mr. Gettys announced that the Board met in executive session prior to the meeting to discuss a personnel matter.

2. Pledge of Allegiance

The meeting was opened with the pledge of allegiance.

3. Roll Call

The following Board members attended: Todd Gettys, Jennifer Goldhahn, Jay Gray, Marc Greenly, Sally Kacar, Sara Keefer, Cassandra Liggins, Amy Milsten, Tedd Sayres, and Scott Wingard. LIU staff attending were Dr. M. Christopher Marchese, Dr. Kendra Trail, Julie Alu, Rebecca Gibboney, Brent Kessler, Dr. Jennifer Leese, Jared Mader, Tracy Williams, and Amy Crouse. Visitors included Emily Wardrop and Robert Saltzman.

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

Mr. Gettys opened the floor for public comments. Emily Wardrop took the opportunity to thank the Board for the recent contract agreement with the Lincoln Intermediate Unit Education Association.

5. Video Presentation: Exploring Neurodiversity Through the Lens of our LIU12 Students

In the video “I Have Something to Say,” students of Robert Saltzman, an LIU12 Speech and Language Pathologist in the Life Skills Classroom at Gettysburg Area High School, share a powerful message about neurodiversity and why every voice matters.

https://www.youtube.com/watch?v=NdOU0Va_5-0

Robert Saltzman thanked the Board for their continued support in his work. This video originated from a discussion he had with students in the Life Skills Support Classroom at Gettysburg Area High School in October, during National Disability Employment Awareness Month. During the conversation, he talked with the students about their disabilities, whether they understood them, the concept of self-advocacy—what it means to speak up for oneself—and the importance of public awareness. He asked the students what message they wanted to share with those around them, which led to the creation of this video project.

6. Approval of Minutes of April 1, 2025

The minutes of April 1, 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.

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

7.a. Resignations/Retirements/Terminations

Last Name	First Name	Position	Program	Term Date	Reason
Andrews	Mary Kate	Occupational Therapist	Preschool	8/15/2025	Retirement
Brant	Antionette	Itinerant Teacher	Learning Support	6/2/2025	Retirement
Gobat	Amy	Itinerant Teacher	Hearing Impaired	6/3/2025	Retirement
Gobat	Frances	Teacher Assistant	Multipidisabilities Support	4/17/2025	Resignation
Harshman	Lisa	Teacher Assistant	Multidisabilities Support	6/3/2025	Retirement
Keller	Sandra	School Nurse	Student Services	5/30/2025	Resignation
Killinger	Ladonna	Teacher Assistant	Preschool	6/12/2025	Retirement
Mauk	Trevor	Custodian	Business Services	4/14/2025	Resignation
Miller	Deb	Teacher Assistant	Multidisabilities Support	4/3/2025	Retirement
Pletz	Victoria	Teacher	Life Skills Support	6/2/2025	Resignation
Sentz	Nancy	Teacher Assistant	Life Skills Support	5/30/2025	Retirement
Sigel	Jamie	Itinerant Teacher	Vison Impaired	5/21/2025	Unknown
Student Worker	10007284	Student Worker	Transition	3/26/20225	Graduated program
Wagner	Frances	Teacher Assistant	Autistic Support	4/15/2025	Resignation
Waybright	Bonnie	Teacher Assistant	Multidisabilities Support	3/31/2025	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
Almone	Kristy	Teacher	Preschool	5/7/2025	\$55,085.00	LIUEA, F-7	188 Day Stretch
Castle	Kaitlin	School Social Worker	Pupil Personnel Services	4/9/2025	\$54,050.00	LIUEA, F-2	188 Days
Green	Sierra	Teacher	Vision Impaired Teacher	8/6/2025	\$59,172.22	LIUEA, D-1	188 Days
Sarver	Shalena	School Counselor	Nonpublic School Services	8/7/2025	\$72,672.22	LIUEA, H-4	188 Days

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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
Bowser	Heidi	Teacher Assistant	Speech and Language Support	4/16/2025	\$18.00 per hour	ESPA, Level 3	188 Days
Walmer	Stefanie	Personal Care Assistant	Autistic Support	4/30/2025	\$18.27 per hour	ESPA, Level 3	188 Days
Williams	Craig	Adult Education Instructor	Adult Education	4/2/2025	\$28.50 per hour	ESPA, Level 11	Part Time

7.d. Change in Employment Status

Last Name	First Name	Position	Program	Rate	Category Step/Scale	Effective	From	To	Reason
Kornbau	Christopher	Systems & Network Specialist	Educational Technology Services	\$27.12 Per Hour	ESPA, Level 10	5/7/2025	Help Desk Tier 1	Systems & Network Specialist	Position Transfer

7.e. Professional Contracts

Last Name	First Name
Hake	Megan
Shearer	Tarrah
Snyder	Jennifer

7.f. Additional Service Agreements

Last Name	First Name	Position	Rate	School District	Dates
Gray	Taylor	Teacher Assistant	\$18.10 per hour	Gettysburg Area SD	May 22, 2025
Lentz	Rebecca	Teacher Assistant	\$19.32 per hour	South Western SD	April 9, 2025
Wysocki	Abigail	Job Coach	\$ 19.77 per hour	Spring Grove Area SD	April 7, 2025- May 23, 2025: Four half days
Wysocki	Abigail	Job Coach	\$ 19.77 per hour	Dover Area SD	April 2, 2025- May 30, 2025: Half day one time per week.

7.g. Days Beyond Contract

Last Name	First Name	Position	Program	March 2025	April 2025	May 2025	June 2025	July 2025
Casper	Madison	Staff Developer	EP					13
Chapman-Jones	Valerie	Staff Developer	TAC				5	9
Lockett	Wendy	Staff Developer	LIEP				2	
Marcano-Muniz	Mariela	Staff Developer	LIEP				2	

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McMurphy	Lindsay	Staff Developer	TAC	.5	.5	.5	3	8
Monday	Billiejo	Staff Developer	TAC				2	3
Moran	Tera	Staff Developer	TAC				8	9
Musick	Stacy	Staff Developer	TAC					9
Oberdorf	Melissa	Staff Developer	TAC				5	8
Palese	Missy	Staff Developer	TAC				2	
Peck	Molly	Staff Developer	TAC					4
Spackman	Bridget	Staff Developer	TAC				2	

7.h. 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
Martin	Debra
Taylor	Rebecca
Wysocki	Abigail

7.i. Treasurer's Report

Recommendation: Motion to accept the Treasurer's Report of March 31, 2025 showing cash on hand in the amount of \$39,740,542.28

7.j. Financial Report

Background: The Financial report includes all disbursements made since the last Board report through April 22, 2025.

Recommendation: Motion to approve the Financial Report of payments and payroll totaling \$13,272,170.49

7.k. 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.l. Job Description for Adoption

Background: The following job description is presented for adoption:

- Associate Director of Special Education

Recommendation: Motion to adopt job description.

7.m. Student Calendars 2025-2026

Background: The Student Services Division requests approval of the following school calendars for 2025-2026:

1. Franklin Learning Center, York Learning Center, Paradise School, Community Transition
2. Preschool
3. Lincoln EDGE

Recommendation: Motion to adopt 2025-2026 school calendars.

8. Action Items

8.a. Special Education Budget 2025-2026

Background: Mr. Brent Kessler, Director of Finance & Business Services, presented the final Special Education Budget for 2025-2026 on April 1, 2025. There have been no changes since last month.

Recommendation: Motion to adopt the Special Education Budget for 2025-2026.

Amy Milsten moved approval, seconded by Cassandra Liggins. Roll call vote recorded: Scott Wingard/aye; Jennifer Goldhahn/aye; Jay Gray/aye; Marc Greenly/aye; Sally Kacar/aye; Sara Keefer/aye; Cassandra Liggins/aye; Amy Milsten/aye; Tedd Sayres/aye; Todd Gettys/aye. The motion passed with a vote of 10 ayes.

8.b. Sweet, Stevens, Katz and Williams Educational Technology Pool Counsel Membership Renewal

Background: This proposal is to renew the current Technology Pool Counsel service with Sweet, Stevens, Katz and Williams LLP (SSKW) for the 2025-2026 school year. The Technology Pool Counsel is a membership service provider to PAIU and includes legal services related to educational technology, training, and support to the Intermediate Unit (IU) and its members. SSKW attorney staff will provide counsel concerning computers, education technology, electronic devices, and related policies, to the IU on behalf of its member school districts. SSKW will also provide each member with access to the Technology Pool Counsel Resource Room, containing all prior legal advice and related model policies. In addition, SSKW will provide two half-day trainings on technology-related issues to a joint meeting of the technology staff from the IU's constituent school districts and career technical centers ("CTC") during the 2025-2026 school year. Funding for this service will be from the Lincoln Cyber Café Budget (\$10,500) and will be provided at no-charge to member school districts and CTCs. Effective dates: 2025-2026 fiscal year.

Recommendation: Motion to renew the Legal Services Consultation Agreement with Sweet, Stevens, Katz and Williams, LLP for 2025-2026 in the amount of \$10,500 for membership in the Technology Pool Counsel.

The Board voted simultaneously on items 8.b and 8.c.

Scott Wingard moved approval, seconded by Jennifer Goldhahn. Roll call vote recorded: Tedd Sayres/aye; Scott Wingard/aye; Jennifer Goldhahn/aye; Jay Gray/aye; Marc Greenly/aye; Sally Kacar/aye; Sara Keefer/aye; Cassandra Liggins/aye; Amy Milsten/aye; Todd Gettys/aye. The motion passed with a vote of 10 ayes.

8.c. Sweet, Stevens, Katz, and Williams Student Services Pool Counsel Membership Renewal

Background: The Student Services Division requests approval to renew membership in the Sweet, Stevens, Katz, and Williams Special Education Pool Counsel for the 2025-2026 school year. Andrew E. Faust, Mark W. Cheramie Walz, or other such members of the SSKW attorney staff as are available and acceptable to LIU, will provide telephone and electronic mail advice and opinions concerning special education, ESSA compliance, student services, and student civil rights issues pertinent to LIU and its constituent school districts at a cost of \$6,825 per year. Such advice and such opinions shall be provided to the administrator or administrators designated by LIU and each of its constituent districts as pool counsel contacts. When appropriate and as often as possible, in accordance with current practice, electronic mail opinions and advice, policies, guidelines, forms and worksheets, handouts and outlines, and other material of universal applicability or interest will be shared with the SSKW pool counsel community and will be accessible in our members-only pool counsel “resource room” searchable library at www.sweetstevens.com.

Recommendation: Motion to renew the Student Services Pool Counsel services agreement with Sweet, Stevens, Katz, and Williams for the 2025-2026 school year at a cost of \$6,825 per year.

The Board voted simultaneously on items 8.b and 8.c.

Scott Wingard moved approval, seconded by Jennifer Goldhahn. Roll call vote recorded: Tedd Sayres/aye; Scott Wingard/aye; Jennifer Goldhahn/aye; Jay Gray/aye; Marc Greenly/aye; Sally Kacar/aye; Sara Keefer/aye; Cassandra Liggins/aye; Amy Milsten/aye; Todd Gettys/aye. The motion passed with a vote of 10 ayes.

8.d. Board Policies for First Reading

Background: The following policies are presented for first reading.

247 Hazing
252 Dating Violence
830.1 Data Governance - Storage/Security (New Policy)

Recommendation: Motion to approve first reading.

Amy Milsten shared a recommendation for additional language to be added to policy 247 for the Board and Administration to consider.

Marc Greenly moved approval, seconded by Sara Keefer. Roll call vote recorded: Amy Milsten/aye; Tedd Sayres/aye; Scott Wingard/aye; Jennifer Goldhahn/aye; Jay Gray/aye; Marc Greenly/aye; Sally Kacar/aye; Sara Keefer/aye; Cassandra Liggins/aye; Todd Gettys/aye. The motion passed with a vote of 10 ayes.

8.e. Board Policies for Second Reading/Adoption

Background: The following policies are presented for adoption:

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

Recommendation: Motion to adopt board policies.

Scott Wingard moved approval, seconded by Amy Milsten. Roll call vote recorded: Cassandra Liggins/aye; Amy Milsten/aye; Tedd Sayres/aye; Scott Wingard/aye; Jennifer Goldhahn/aye; Jay Gray/aye; Marc Greenly/aye; Sally Kacar/aye; Sara Keefer/aye; Todd Gettys/aye. The motion passed with a vote of 10 ayes.

9. President's Report

- Mr. Gettys provided another opportunity for public comments with no comments received.
- Mr. Gettys thanked those Board members who participated in the Board Retreat on April 16th.
- Mr. Gettys announced that Board members may begin noticing some changes in upcoming meetings as efforts are made to streamline the process. One of the changes will be transitioning from Agenda Manager to Board Docs.

9.a. Appointment of Voting Delegate for PSBA Delegate Assembly

Background: The PSBA Delegate Assembly is the association-wide business meeting that includes platform and bylaws consideration, financial updates, and leadership election results. The 2025 Delegate Assembly will occur as a fully in-person event on Tuesday, October 21, 2025 at 2:30p.m. at Kalahari Resorts & Conventions in the Poconos. The certification form for a Board appointed delegate is due to PSBA no later than June 27, 2025. Each delegate may only represent one educational entity.

Recommendation: The following motion will be adopted if there is one Board member that volunteers to serve in this capacity: Motion to appoint a voting delegate to represent the Lincoln Intermediate Unit at the 2025 PSBA Delegate Assembly on October 21, 2025.

Jennifer Goldhahn made a motion to nominate Amy Milsten to serve as the LIU voting delegate at the 2025 PSBA Delegate Assembly, seconded by Sally Kacar. A voice vote was taken and all Board members present voted in favor and the motion passed.

10. Executive Director's Report

- Dr. Marchese shared that he has completed his 100 Day Entry Plan and the plan will be available on the LIU12 website for public viewing.
- Dr. Marchese announced the dates and times for the upcoming graduation ceremonies at York Learning Center, Franklin Learning Center, and Paradise School, and extended an invitation to all Board members to attend any of the events. The graduation ceremony at York Learning Center will take place on May 27 at 7:00 p.m., Franklin Learning Center on May 27 at 6:00 p.m., and Paradise School on May 23 at 11:00 a.m.
- In recognition of Educator Appreciation Week, Dr. Marchese expressed gratitude to all staff members for their dedication and continued service to the organization.
- Lastly, Dr. Marchese addressed the uncertainty surrounding the state budget and whether it will be passed by the June 30 deadline. The LIU is preparing a revenue anticipation note to ensure readiness in case immediate action becomes necessary.

11. Assistant Executive Director's Report

Dr. Trail shared that the LIU is celebrating Staff Appreciation Month during the month of May. Goodie bags are being delivered to all LIU employees across all three counties. Winners for the LIU Annual Staff Awards were selected this week and they will be recognized at the board meeting in June.

12. Cabinet Report

Julie Alu shared that the video shown this evening has surpassed 80,000 views on the LIU social media channels. Additionally, Julie announced that "LIU Night" will be celebrated at two upcoming baseball games. LIU employees and their families are invited to attend either the York Revolution game on June 4th or the Harrisburg Senators game on June 5th. Group seating tickets are available for purchase for both events.

Jared Mader mentioned that the LIU is a member of two organizations: CoSN (Consortium for School Networking) and AESA (Association of Educational Service Agencies). These organizations have teamed up to launch a project called "Building Capacity for Generative AI in K-12 Education." Twelve national trainers have been selected for the program, and Nicole Bond, Supervisor of Educational Technology at the LIU, has been chosen as one of the trainers.

Tracy Williams shared that the training for the transition to the new onboarding process, set to begin on July 1, was completed in April. Additionally, the HR Consortium held a successful off-site meeting in April, featuring a variety of presenters.

Dr. Leese extended her congratulations to the LIU Brain Steps team, who received an Exceptional Performance Award. She also mentioned that on Friday, May 2nd, LIU hosted an ACES (Alternative Communication Electronic Systems) day, where students using augmentative and alternative communication devices participated in a variety of enjoyable activities. Finally, Dr. Leese reminded the Board about the upcoming Future Educator Golf Tournament, scheduled for June 18, 2025.

Brent Kessler shared that the Business Department is finalizing purchases for the year and getting ready for the new budget, which begins on July 1. Brent shared that a Safety and Security report will be provided to the Board next month in executive session.

Becky Gibboney thanked the Board and their districts for their patience during her recent job transition. She also thanked Dr. Laura McCusker and the Educational Services team for helping to ensure a smooth start in her new role. During her first three weeks, Becky has had the opportunity to meet with the Special Education Advisory Council, Curriculum Council Representatives, and the Superintendent Advisory Council. She is currently working on scheduling in-district visits throughout June. Lastly, Becky congratulated Conewago Valley School District who has been working with the training and consultation team for Positive Behavior Interventions and Supports. They are one of only two Pennsylvania schools being named the Golden Level District of Distinction.

13. Good of the Order

Mr. Gettys shared that there will be an executive session starting at 6:00pm before the June 3rd Board meeting.

Jared Mader showed where additional details about the golf tournament can be found on the LIU12 website.

14. Adjournment

Jennifer Goldhahn made a motion to adjourn the meeting, seconded by Amy Milsten. The meeting adjourned at 7:50pm.

Respectfully,



Brent A. Kessler
Board Secretary

/ac

Next Meeting: June 3, 2025