

MINUTES

LINCOLN INTERMEDIATE UNIT BOARD OF DIRECTORS MEETING

APRIL 4, 2017

The regular meeting of the Lincoln Intermediate Unit 12 Board of Directors was held on April 4, 2017. Board President Michael Miller called the meeting to order at 7:18 p.m. with the Pledge of Allegiance.

ATTENDANCE: The following Board members were present for roll call:

Vanessa Berger	James Roberts
Chris Lind	Richard Robinson
Michael Miller	Clifford Smith
Cory Nade	Charles Steel
Paul Politis	Michael Wagner

LIU staff members attending were: LeeAnn Zeroth, Ed.D., Jody Nace, Ed.D., Bettie Bertram, Ed.D., Jared Mader, Lynn Murphy, Ed.D., Scott Wilt, Lawrence Ott, Jill Trostle, and William Zee, Esq. of Barley-Snyder.

VISITORS: The following visitors attended the meeting: Dr. Carrie Soliday, Professional Development Specialist, and Gerald Kline, LIU Facility Manager.

EMPLOYEE RECOGNITION: Mr. Jerry Kline, Facility Manager for the LIU Central Office, was recognized by the LIU Board of Directors for having earned the required credits to become recertified as a Pennsylvania Registered School Business Specialist through the Pennsylvania Association of School Business Officials.

PRESENTATION: Dr. Carrie Soliday provided an overview of the Central Pennsylvania Math Content and Coaching Project.

APPOINTMENT OF BOARD MEMBER: Clifford Smith made a motion to appoint Chris Lind to replace Cynthia Sullivan as the representative for Waynesboro Area School District effective April 4, 2017 through June 30, 2017. Paul Politis seconded the motion. A voice vote recorded all in favor and the motion carried. Mr. Lind was sworn in by Attorney William Zee.

APPROVAL OF MINUTES: Michael Wagner moved approval of the minutes of the previous meeting, seconded by Cory Nade. Voice vote recorded nine ayes and one abstention.

APPROVAL OF CONSENT AGENDA: The Consent Agenda was presented for approval. Clifford Smith moved to approve the consent agenda, seconded by Cory Nade. Mr. Wagner asked that the Board Meeting Schedule be removed for separate action.

1. *Personnel Actions*

a. *Resignations/Retirements*

Resignations and retirements per the reasons indicated and effective dates noted:

**LIU Board of Directors Meeting
Minutes of April 4, 2017**

Last Name	First Name	Position	Program	Term Date	Reason
Bolin	Matthew	Teacher	Therapeutic Emotional Support	03/10/2017	Resignation
Brunk	Erin	Teacher	Autistic Support	03/31/2017	Resignation
Conrad	Paula	Teacher	Emotional Support	03/17/2017	Resignation
Deguffroy	Margaret	Teacher	Emotional Support	05/31/2017	Retirement
Kraus	Lynn	Manager	Management Services	11/03/2017	Retirement
Madrigal Garibay	Guadalupe	ESL Interpreter	English as a Second Language	03/02/2017	Never Started
Misner	Lois	Teacher Assistant	Multi-Disabilities Support	05/31/2017	Retirement

b. Nominations

New hires as per the effective dates and rates noted:

(1) Non Certificated Staff (Pending receipt of all required paperwork.)

Last Name	First Name	Position	Program	Orientation or Hire Date	Rate	Category Step/Scale	Work Calendar
Kanode	Jennifer	English as a Second Language Instructor	Adult Education	04/05/2017	\$18.55	Grant Funded	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	School District	Dates
Bordner	Corinne	Interpreter	Conewago Valley School District Fairfield Area School District	February 22, 2017 – March 11, 2017 February 20, 2017 – March 12, 2017
Farver	Dawn	Interpreter	Fairfield Area School District	February 20, 2017 – March 12, 2017
Hockensmith	Kim	Interpreter	Conewago Valley School District Fairfield Area School District	February 22, 2017 – March 11, 2017 February 20, 2017 – March 12, 2017
Holmes	Rebecca	Interpreter	Fairfield Area School District	February 20, 2017 – March 12, 2017
Legore	Laura	Teacher	Conewago Valley School District	March 20, 2017 – April 14, 2017
Riding-Queenan	Beverly	Teacher	York Suburban School District	March 15, 2017 – May 25, 2017
Secula	Jennifer	Psychologist	Dover Area School District	One Day in March
Sieling	Rebecca	Teacher	Dallastown Area School District	March 15, 2017 – April 28, 2017
Sterner	Marilyn	Interpreter	Conewago Valley School District Fairfield Area School District	February 22, 2017 – March 11, 2017 February 20, 2017 – March 12, 2017
Warner	Patricia	Psychologist	Abraxas Leadership	One Day in March

(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
Arnett	Melissa	Teacher	Preschool	\$71,664.00	LIUEA H-13	02/27/2017	G-13	H-13	Salary Column Movement – Master's +30
Bange	Jennifer	Migrant Assistant	Migrant	\$11.50/Hour	Grant Funded	03/08/2017	N/A	N/A	Additional Duties as Part Time Assistant
Fusillo	Carla	Floating Assistant	Life Skills Support	\$12.67/Hour	ESPA TA/PCA/BA G-1	03/16/2017	\$12.32	\$12.67	Correction in Salary
Mandell	Eric	Director	Migrant	\$105,000.00	Act 93	01/17/2017	\$103,000.00	\$105,000.00	Correction in Salary

**LIU Board of Directors Meeting
Minutes of April 4, 2017**

Nelson	Lureen	Interpreter	Migrant	\$17.00/Hour	N/A	03/14/2017	N/A	N/A	Additional Duties - Part-Time Interpreter
Ortmann	Tina	Recruiter	Migrant	\$18.06/Hour	N/A	04/01/2017	N/A	N/A	Additional Duties – Recruiter
Redding	Katelyn	Teacher	Neurological Support	\$46,475.00	LIUEA E-4	01/01/2017	D-4	E-4	Salary Column Movement – Bachelor’s +24
Shurina	Sandra	Itinerant Teacher	Hearing Impaired Support	\$68,424.00	LIUEA DRT-11	12/18/2016	I-11	DRT-11	Salary Column Movement – DRT-11
Stahle	Elaine	Teacher Assistant	Migrant	\$11.50/Hour	Grant Funded	03/11/2017	\$11.20	\$11.50	Correction in Salary

(3) Intern

Recommend approval for the following student to complete an internship with LIU:

Name	School	Dates
Kuhn, Keifer	Indiana University of Pennsylvania	May 15, 2017 – August 10, 2017

2. Business Actions

a. Treasurer’s Report

Recommendation: Motion to accept the Treasurer’s Report of February 28, 2017, showing cash on hand of \$17,211,928.41.

b. Check Register of Payments

Recommendation: Motion to approve payments through March 22, 2017, totaling \$9,638,571.82. A copy of the Check Register, Payroll Report and ACH Report are attached to the original minutes.

c. Budget Transfers

Recommendation: Motion to approve the Budget Transfers from February 23, 2017 through March 22, 2017. A copy of the Budget Transfer Report is attached to the original minutes.

3. Job Description for Review

A new job description for a 188-day Secretary for the Nonpublic Schools Program was presented for review.

4. Removed for Separate Action: Board of Directors’ Meeting Schedule for 2017-2018

5. Board Policy Section 300 for Review

Board Policy section 300 was provided for review.

6. Board Policy Revision

Policy 622 – GASB Statement 34 and Capitalization of Fixed Assets was presented for review.

7. Procurement Procedure

A Procurement Procedure to be attached to Board Policy 626 was presented for review.

8. Charitable Donation

Recommendation: Motion to grant approval for the Lincoln Intermediate Unit to be the beneficiary of and to accept the proceeds earned from the 2nd Annual Car Show to be held on October 14, 2017 at the Chambersburg Area Senior High School.

Discussion: Dr. Nace reviewed revisions to Policy Section 300. Additional language to Policy 313 – Evaluation of Employees was discussed. The Board expressed that they would like to see aggregated evaluation data each year.

VOTE ON CONSENT AGENDA: A voice vote recorded all in favor and the motion carried.

BOARD OF DIRECTORS' MEETING SCHEDULE FOR 2017-2018: Clifford Smith made a motion to table approval of the proposed Board of Directors' Meeting Schedule for further study. Cory Nade seconded the motion. All members are recorded as voting in favor and the motion carried.

NEW BUSINESS

1. Teller's Report on General Operating Budget

Recommendation: Motion to adopt the Teller's Report of votes on the General Operating Budget for 2017-2018. Chris Lind moved approval, seconded by Clifford Smith. Voice vote recorded all in favor and the motion carried.

2. Agreement with Red Lion Area School District

Recommendation: Motion authorizing Board President Miller to execute an Agreement with Red Lion Area School District related to a confidential student matter. Charles Steel moved approval, seconded by Cory Nade. Roll call vote recorded: Vanessa Berger/aye; Chris Lind/aye; Michael Miller/aye; Cory Nade/aye; Paul Politis/aye; James Roberts/aye; Richard Robinson/aye; Clifford Smith/aye; Charles Steel/aye; and Michael Wagner/aye. The motion passed by a vote of ten ayes.

**LIU Board of Directors Meeting
Minutes of April 4, 2017**

PRESIDENT'S REPORT: Mr. Miller announced that representatives of the Auditor General's Office would begin to conduct the state audit. Negotiations with both LIUEA and ESPA continue.

EXECUTIVE DIRECTOR'S REPORT: Dr. Zeroth and Dr. Nace reported on the following topics:

- The Nominating Committee will be appointed at the next meeting to solicit nominees for the annual election of officers.
- Five new superintendents will be starting in the near future.
- Chris Lind was welcomed back as a director on the Board.

CABINET REPORTS: Cabinet members shared highlights of division activities that occurred since the last meeting.

NEXT MEETING: The next regular meeting of the Board of Directors will be held at 7:00 p.m. on May 2, 2017, at the LIU Central Office in New Oxford.

ADJOURNMENT: It was moved and seconded to adjourn the meeting at 8:34 p.m.

Tim A. Stanton
Board Secretary

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