

## MINUTES

### LINCOLN INTERMEDIATE UNIT BOARD OF DIRECTORS MEETING

JANUARY 2, 2018

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The regular meeting of the Lincoln Intermediate Unit 12 Board of Directors was held on January 2, 2018. Board President Michael Miller called the meeting to order at 7:00 p.m. with the Pledge of Allegiance.

**ATTENDANCE:** The following Board members were present:

Dennis Dacheux	James Roberts
Sue Heistand	Scott Roland
Dustin Martin	Michael Wagner
Patrick McDonald	Carlos Wampler
Michael Miller	

LIU staff members attending were: Jody Nace, Ed.D., Lynn Murphy, Ed.D., Jared Mader, Tim Stanton, Lisa Greth, Jill Trostle, and Kim Smith, Esq. of Barley-Snyder.

**VISITORS:** Mr. Miller welcomed Donald Klapka, Sr. Grant Accountant for the Business Services Division.

**APPOINTMENT OF DIRECTORS:** James Roberts moved approval to appoint the following directors to fill unexpired terms through June 30, 2018:

Dennis Dacheux, Dover Area School District  
Dustin Martin, Tuscarora School District  
Scott Roland, Hanover Public School District  
Carlos Wampler, Gettysburg Area School District

Sue Heistand seconded the motion. A voice vote recorded all in favor and the motion carried. Kim Smith, Esq., conducted the oath of office for newly appointed directors.

**APPROVAL OF MINUTES:** The minutes of November 28, 2017 were approved as presented.

**APPROVAL OF CONSENT AGENDA:** The Consent Agenda was presented for approval.

#### 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
Beard	Jammie	Personal Care Assistant	Autistic Support	12/01/2017	Resignation
Bowman	David	Secretary	Act 89 Nonpublic Schools	12/01/2017	Termination
Brady	Ryan	Teacher	Emotional Support	12/22/2017	Resignation
Conover	Patricia	Administrative Assistant	Human Resources	01/15/2018	Retirement
Decker	Ashley	Teacher Assistant	Life Skills Support	12/15/2017	Resignation
Eckard	Wendy	Teacher Assistant	Life Skills Support	12/22/2017	Resignation

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Gonzalez	Joshua	21 <sup>st</sup> Program Assistant	21 <sup>st</sup> Century Grant Services	11/08/2017	Never Started
Luckenbaugh	Ingrid	Fingerprint Clerk	Human Resources	12/04/2017	Resignation
Markle	Mandy	Driver	Transportation	08/30/2017	Resignation
Martin	Trudy	Personal Care Assistant	Multiple Disabilities Support	12/11/2017	Resignation
Sharp	Grant	Teacher Assistant	Therapeutic Emotional Support	12/21/2017	Resignation
Thomas	Franklin	Education Coordinator	Adult Education	12/05/2017	Resignation
Wilson	Karen	Teacher	Life Skills Support	01/17/2018	Resignation

**b. Nominations**

New hires as per the effective dates and rates noted:

**(1) Professional Staff (Pending receipt of all required paperwork.)**

Last Name	First Name	Position	Program	Orientation or Hire Date	Rate	Category Step/Scale	Work Calendar
King	Kimberly	School Psychologist	Pupil Personnel Services	01/02/2018	\$54,698.00	LIUEA J-1	200 Days
Linder	Kathy	Long Term Substitute Teacher	Act 89 Nonpublic Schools	12/11/2017	\$43,765.00	LIUEA D-1	91+ Days
Lloyd	Katie	Occupational Therapist	Occupational/Physical Therapy	12/13/2017	\$49,046.00	LIUEA F-1	188 Days
Mokua	Thomas	Teacher	Emotional Support	12/13/2017	\$49,646.00	LIUEA F-3	188 Days
Rohrer-Ressler	Anna	Teacher	Autistic Support	12/13/2017	\$58,620.00	LIUEA F-9	188 Days
Shellenberger	Hannah	Teacher	Multiple Disabilities Support	01/10/2018	\$43,765.00	LIUEA D-1	188 Days
Szabo-Carney	Gabriela	English as a Second Language Teacher	Language Instruction Educational	12/13/2017	\$49,946.00	LIUEA F-4	Part Time

**(2) 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
Avola	Emily	Personal Care Assistant	Autistic Support	12/13/2017	\$13.76	TA/PCA F-2	188 Days
Baker	Tammy	Personal Care Assistant	Blind/Visually Impaired Support		\$12.62	TA/PCA E-1	188 Days
Faraone	Corrine	Teacher Assistant	Therapeutic Emotional Support	01/10/2018	\$12.67	TA/PCA G-1	188 Days
Flinchbaugh	Laura	Personal Care Assistant	Autistic Support	12/13/2017	\$12.62	TA/PCA F-1	188 Days
Grady	Julie	Teacher Assistant	Behavior Intervention	01/10/2018	\$12.62	TA/PCA F-1	188 Days
Huber	Dawn	Job Coach	Educational Services	01/10/2018	\$12.32	TA/PCA A-1	Part Time
Lentz	Rebecca	Teacher Assistant	Autistic Support	12/13/2017	\$16.15	TA/PCA G-4	188 Days
Martin	Trudy	Personal Care Assistant	Multiple Disabilities Support	12/11/2017	\$12.57	TA/PCA A-2	188 Days
Mixell	Amanda	Teacher Assistant	Emotional Support	12/13/2017	\$12.32	TA/PCA A-1	188 Days
Nunemaker	Olga	Teacher Assistant	Autistic Support	12/18/2017	\$14.97	TA/PCA G-3	188 Days
Ortiz	Elizabeth	21 <sup>st</sup> Site Coordinator	21 <sup>st</sup> Century Grant Services	12/13/2017	\$17.89	SSSA E-2	230 Days
Rodriguez	Eugenia	21 <sup>st</sup> Program Assistant	21 <sup>st</sup> Century Grant Services		\$11.50	Grant Funded	Part Time
Snyder	Lori	Personal Care Assistant	Multiple Disabilities Support	12/13/2017	\$12.32	TA/PCA A-1	188 Days

**c. Miscellaneous**

**(1) Additional Service Agreements**

Personnel to provide services for students at the appropriate hourly/daily rate:

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Last Name	First Name	Position	School District	Dates
Baker	Brian	Teacher	Dallastown Area School District	November 28, 2017 – January 9, 2018
Barnhart	Gina	Bus Assistant	Conewago Valley School District	November 1, 2017 – approximately December 22, 2017
Czap	Julie	Teacher	Littlestown Area School District	November 28, 2017 – January 5, 2018
Glass	Kara	Teacher	Littlestown Area School District	November 6, 2017 – December 29, 2017
Legore	Laura	Teacher	Littlestown Area School District	November 28, - January 5, 2018
Warner	Patricia	School Psychologist	Abraxas Youth Center	December 9, 2017

(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
Bream	Holly	21 <sup>st</sup> Program Coordinator	21 <sup>st</sup> Century Grant Services	N/A	N/A	01/02/2018	260 Days	230 Days	Decrease in Days Worked
Capozzi	Ashley	Teacher	Preschool	\$46,775.00	LIUEA E-5	11/01/2017	D-5	E-5	Salary Column Movement to Bachelors +24 with Level II
Carl	Kelly	Teacher	Autistic Support	\$43,765.00	LIUEA D-1	11/28/2017	Assistant	Teacher	Position Transfer
McDaniel	Travis	21 <sup>st</sup> Program Coordinator	21 <sup>st</sup> Century Grant Services	N/A	N/A	01/02/2018	260 Days	230 Days	Decrease in Days Worked
Shurina	Sandra	Itinerant Teacher / Instructional Advisor	Deaf/Hard of Hearing	N/A	N/A	11/27/2017	1 Day per Week	2 Days per Week	Increase in Days Worked as IA / Increase in IA Stipend
Wharton	Jonas	21 <sup>st</sup> Site Coordinator	21 <sup>st</sup> Century Grant Services	N/A	N/A	11/14/2017	215 Days	235 Days	Correction in Work Calendar

(3) Student Workers

ID#	Location	Rate of Pay
WI35655	Yorkshire Academy	\$7.25
ST68145	Yorkshire Academy	\$7.25
DU07533	Yorkshire Academy	\$7.25

**2. Business Actions**

*a. Treasurer's Report*

Recommendation: Motion to accept the Treasurer's Report of October 31, 2017, showing cash on hand of \$18,929,332.35, and November 30, 2017, showing cash on hand of \$21,511,545.89.

*b. Check Register of Payments*

Recommendation: Motion to approve payments through December 13, 2017 and payroll through November 30, 2017, totaling \$17,142,363.86.

*c. Budget Transfers*

Recommendation: Motion to approve Budget Transfers from October 28, 2017 through December 13, 2017.

**3. 2018-2019 Office Calendar**

Recommendation: Motion to adopt the 2018-2019 Office Calendar.

**MOTION ON CONSENT AGENDA:** James Roberts moved to approve the consent agenda, seconded by Patrick McDonald. All Board members present are recorded as voting in favor and the motion carried.

**NEW BUSINESS:**

**1. Overview of 2018-2019 General Operating Budget**

Dr. Nace and Mr. Stanton provided a preliminary review of the goals and methodology used to develop the proposed General Operating Budget for 2018-2019. The administration projects being able to further reduce the district withholding amount for 2018 -2019. The General Operating Budget will be presented for adoption at the February 6 meeting.

**PRESIDENT'S REPORT:** Mr. Miller reported that RFPs were sent to various consultants in response to the Board recommendation regarding the attributes of the next executive director. Responses are due by January 16, 2018. Mr. Miller asked members to think about how they share business conducted by the LIU Board with their local board members and other district boards represented. This will be a discussion item in the future. Mr. Miller asked Kim Smith to provide an update on tentative contract agreements.

**UPDATE ON SPECIAL EDUCATION COMPREHENSIVE REVIEW:** Dr. Lynn Murphy provided a status report on the on-going Special Education Comprehensive Review data collected so far, and next steps.

**GOOD OF THE ORDER:** In honor of PSBA Board Recognition Month, Dr. Nace presented each member with a lapel pin representing "Lessons of the Geese," as a token of appreciation for sharing their time and expertise as members of the Board of Directors.

**NEXT MEETING:** The next regular meeting of the Board of Directors will be held at 7:00 p.m. on February 6, 2018, at the LIU Central Office in New Oxford.

**ADJOURNMENT:** It was moved and seconded to adjourn the meeting at 8:18 p.m.

Tim A. Stanton  
Board Secretary