

MINUTES

LINCOLN INTERMEDIATE UNIT BOARD OF DIRECTORS MEETING

SEPTEMBER 3, 2019

The regular meeting of the Lincoln Intermediate Unit 12 Board of Directors was held on September 3, 2019. Board President Michael Miller called the meeting to order at 7:28 p.m. with the Pledge of Allegiance.

EXECUTIVE SESSION: Mr. Miller announced that the Board met in executive session at 6:30 p.m. to discuss a personnel matter.

OATH OF OFFICE: The following directors were sworn in to serve new three year terms beginning July 1, 2019 through June 30, 2022:

Brian Hoffman, South Eastern School District
Mark Schur, Chambersburg Area School District

ATTENDANCE: The following Board members were present:

Sue Heistand	Dolores Nester
Brian Hoffman	Paul Politis
Dustin Martin	Mark Schur
Patrick McDonald	Suzanne Smith
Michael Miller	Carlos Wampler

LIU staff members attending were: Jeffrey West, Ed.D., Bruce Sensenig, Ed.D., Lynn Murphy, Ed.D., Jared Mader, Tim Stanton, Brad Sterner, Ed.D., Jill Trostle, and Solicitor William Zee, Esq., of Barley-Snyder.

WELCOME: Mr. Miller welcomed back Dr. Sensenig, as the Interim Assistant Executive Director. Dr. Sensenig introduced Mrs. Tracy Williams, the new Assistant Director of Human Resources.

PRESENTATION: Jared Mader provided a demonstration of the 3D Printer in action. Each Board member received a 3D print of a Lincoln figurine.

APPROVAL OF MINUTES: The minutes of the August 6, 2019 Board meeting were approved as presented.

APPROVAL OF CONSENT AGENDA: The Consent Agenda was presented for approval, with an addendum containing a nomination to hire Dr. Adelle Campbell, Associate Supervisor of Pupil Personnel Services.

1. Personnel Actions

a. Resignations/Retirements/Terminations

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

**LIU Board of Directors Meeting
Minutes of September 3, 2019**

Last Name	First Name	Position	Program	Term Date	Reason
Anders	Kelsey	Teacher	Autistic Support	10/31/2019	Resignation
Ayers	Deborah	Secretary	Educational Services	09/04/2019	Retirement
Ballwanz	Elizabeth	Teacher Assistant	Alternative Education	06/07/2019	Resignation
Beyer	Michelle	Teacher	Multidisabilities Support	10/11/2019	Resignation
Bordner	Corinne	Interpreter	Hearing Impaired Support	08/14/2019	Resignation
Colon Velez	Aleidis	Personal Care Assistant	Multidisabilities Support	06/04/2019	Resignation
Gilbert	Melissa	Counselor	Pupil Personnel Services	06/07/2019	Resignation
Grimm	Jessica	Social Worker	Pupil Personnel Services	06/07/2019	Resignation
Klopp	Katherine	Personal Care Assistant	Behavior Intervention	08/08/2019	Resignation
Knapp	Carly	Teacher Assistant	Emotional Support	06/04/2019	Resignation
Lawson	Ricky	Summer Help	Business Services	08/15/2018	Position Ended
McKenzie	Terri	Secretary	Pupil Personnel Services	08/23/2019	Resignation
Montoro	Tracy	Secretary	Human Resources	08/23/2019	Resignation
Moore	Cathy	Teacher Assistant	Multidisabilities Support	08/30/2019	Resignation
Sellman	Kayla	Teacher Assistant	Autistic Support	05/30/2019	Resignation
Shoemaker	Kelcie	Teacher Assistant	Life Skills Support	06/04/2019	Resignation
Smith	Kasey	Professional Development Specialist	Educational Services	08/16/2019	Resignation
Stansbury	Jason	ABE/GED Instructor	Adult Education	08/15/2019	Resignation
Yambor	Stephen	Teacher	Alternative Education	08/04/2019	Retirement

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
Andrews	Lisa	School Nurse	Special Education	08/29/2019	\$45,287.00	LIUEA D-2	188 Days
Byers	Heather	Teacher	Therapeutic Emotional Support	08/23/2019	\$50,868.00	LIUEA F-3	188 Days
Drummond	Krista	Teacher	Autistic Support	08/06/2019	\$53,085.00	LIUEA F-6	188 Days
Kolbmann	Emily	Teacher	Behavior Intervention	08/21/2019	\$44,987.00	LIUEA D-1	188 Days
Kornbau	Andrea	Teacher	Autistic Support	08/06/2019	\$50,268.00	LIUEA F-1	188 Days
Marks	Brittany	Teacher	Multidisabilities Support	08/06/2019	\$44,987.00	LIUEA D-1	188 Days
Munion	Lorraine	Teacher	Life Skills Support	08/28/2019	\$66,193.00	LIUEA DRT-9	188 Days
Renehan	Cynthia	Associate Supervisor	Special Education	TBD	\$88,000.00	Act 93	200 Days
Valore	Kara	Teacher	Therapeutic Emotional Support	08/26/2019	\$44,987.00	LIUEA D-1	188 Days

(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
Barnes	Andrea	Personal Care Assistant	Autistic Support	08/21/2019	\$13.47 per hour	TA/PCA C-1	188 Days
Cornish	Shailynn	Personal Care Assistant	Multidisabilities Support	08/21/2019	\$13.37 per hour	TA/PCA A-1	188 Days
Eckard	Wendy	Personal Care Assistant	Autistic Support	08/28/2019	\$13.62 per hour	TA/PCA A-2	188 Days
Good	Darlene	Secretary	Human Resources	08/21/2019	\$13.31 per hour	Sec B A-3	Part Time Hourly
Hart	Savannah	Personal Care Assistant	Autistic Support	08/06/2019	\$13.37 per hour	TA/PCA A -1	188 Days
LoDrago	Jessica	Personal Care Assistant	Multidisabilities Support	08/20/2019	\$14.29 per hour	TA/PCA B-3	188 Days
Olszewski	Natasha	Teacher Assistant	Multidisabilities Support	08/06/2019	\$13.37 per hour	TA/PCA A-1	188 Days

**LIU Board of Directors Meeting
Minutes of September 3, 2019**

Sahady	Carol	Teacher Assistant	Autistic Support	08/06/2019	\$13.72 per hour	TA/PCA G-1	188 Days
Shaw	Courtney	Teacher Assistant	Emotional Support	08/28/2019	\$13.72 per hour	TA/PCA G-1	188 Days
Sidesinger	Nicole	Case Manager	ELECT	09/03/2019	\$16.44 per hour	Recruiter A-1	220 Days
Weaver	Robin	Personal Care Assistant	Life Skills Support	08/06/2019	\$13.37 per hour	TA/PCA A-1	188 Days
Williams	Emily	Personal Care Assistant	Multidisabilities Support	08/21/2019	\$13.67 per hour	TA/PCA F-1	188 Days

c. Miscellaneous

(1) Additional Service Agreements

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

Last Name	First Name	Position	Rate	School District	Dates
Baker	Brian	Teacher	\$34.26 per hour	Red Lion Area School District	June 13, 2019 – August 2019
Cox	Deanna	Teacher	\$33.81 per hour (June) / \$34.18 per hour (July and August)	Central York School District	June 2019 – August 19, 2019
				Gettysburg Area School District	August 19, 2019 – September 4, 2019
Deputy	Scott	Instructional Advisor	\$52.04 per hour	Spring Grove Area School District	June 14, 2019 – July 19, 2019
DiCesare	Rosemary	Interpreter	\$35.47 per hour	Dallastown Area School District	July 30, 2019 – August 4, 2019
DiMarco-Beard	Maddalena	Speech Therapist	\$53.74 per hour	Red Lion Area School District	March 2019 – June 2019
Knovich	Hollie	Interpreter	\$33.52 per hour	Dallastown Area School District	July 30, 2019 – August 4, 2019
Secula	Jennifer	School Psychologist	\$55.89 per hour	Northeastern School District	July 2019 – August 2019
Various ESS Substitutes	Various ESS Substitutes	Substitute Assistant	\$100.05 - \$120.06 per day	Greencastle-Antrim School District	August 21, 2019 – May 2019
				Greencastle-Antrim School District	August 2019 – September 2019
				Waynesboro Area School District	August 2019 – October 2019
Warner	Patricia	School Psychologist	\$55.24 per hour	Abraxas Leadership Development Program	August 1, 2019 September 7, 2019

(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
Bering	Jody	Supervisor	Preschool	\$2500.00 Stipend	Act 93	08/12/2019	n/a	n/a	One Time Stipend – Doctorate Degree
Black	Trisha	Secretary	Special Education	\$24.07 per hour	ESPA Sec E F-5	09/09/2019	Sec D F-5 \$22.98 per hour	Sec E F-5 \$24.07 per hour	Position Transfer
English	Emma	Counselor	Act 89 Nonpublic School Services	\$51,468.00	LIUEA G-2	08/06/2019	LIUEA F-2 \$50,568.00	LIUEA G-2 \$51,468.00	Salary Column Movement – Master's + 15

**LIU Board of Directors Meeting
Minutes of September 3, 2019**

Franklin	John	Teacher	Multidisabilities Support	\$44,987.00	LIUEA D-1	08/06/2019	Personal Care Assistant ESPA TA/PCA G-1 \$13.36 per hour	Teacher LIUEA D-1 \$44,987.00	Position Transfer
Glatfelter	Rachel	Teacher	Autistic Support	\$44,987.00	LIUEA D-1	08/07/2019	Teacher Assistant ESPA TA/PCA G-2 \$14.88 per hour	Teacher LIUEA D-1 \$44,987.00	Position Transfer
Hrycek	Lorrie	Staff Developer	Educational Services	\$71,212.00	LIUEA G-13	07/01/2019	Work Experience Coordinator 200 Day Work Calendar	Staff Developer 188 Day Stretch Work Calendar	Position Transfer / Work Calendar Adjustment
Keller	Maureen	Instructional Advisor	Emotional Support	Same + \$3000.00 IA Stipend	Same	07/08/2019	Teacher	Instructional Advisor	Position Transfer
Krebs	Melinda	Staff Developer	Educational Services	\$72,886.00	LIUEA H-13	07/01/2019	Work Experience Coordinator 200 Day Work Calendar	Staff Developer 188 Day Stretch Work Calendar	Position Transfer / Work Calendar Adjustment
McCarty	Hannah	Personal Care Assistant	Autistic Support	\$13.42 per hour	ESPA TA/PCA B-1	08/06/2019	TA/PCA A-1 \$13.37 per hour	TA/PCA B-1 \$13.42 per hour	Salary Correction
Nady	Alyssa	Personal Care Assistant	Visually Impaired Support	\$13.72 per hour	ESPA TA/PCA G-1	08/06/2019	TA/PCA E-1 \$13.62 per hour	TA/PCA G-1 \$13.72 per hour	Salary Column Movement – Bachelor's
Saltzman	Jordonne	Occupational Therapist	Occupational / Physical Therapy	\$48.89 per hour	LIUEA F-5	08/06/2019	3 days / 21 hours per week 120 days per year	4 days / 28 hours per week 150 days per year	Work Calendar Adjustment
Schulze	Mindy	Orientation and Mobility Specialist	Visually Impaired Support	\$38.42 per hour	LIUEA F-2	05/06/2019	14 hours per week	17.5 hours per week	Work Calendar Adjustment
Topper	Kimberly	Secretary	Adult Education	\$46,228.00	ESPA Sec E C-9	07/31/2019	Sec E B-9 \$44,535.00	Sec E C-9 \$46,228.00	Salary Column Movement – Additional Credits
Zeis	Tiffany	Personal Care Assistant	Autistic Support	\$13.72 per hour	ESPA TA/PCA G-1	08/06/2019	TA/PCA F-1 \$13.67 per hour	TA/PCA G-1 \$13.72 per hour	Salary Column Movement – Bachelor's

**LIU Board of Directors Meeting
Minutes of September 3, 2019**

(3) Additional Days Beyond Contract:

First Name	First Name	Program	July/August 2019/2020 # Days
Shirley	Glatfelter	ILS	1
Jessica	Lint	ES	1
Lacy	Meek	LSS	1
Jordyn	Triplett	ILS	1

2. Business Actions

a. Treasurer's Report

Recommendation: Motion to accept the Treasurer's Report of July 31, 2019, showing cash on hand of \$12,494,511.49.

b. Check Register of Payments

Recommendation: Motion to approve payments through August 22, 2019 and payroll through August 15, 2019, totaling \$3,598,977.34.

c. Transportation Expenditures Resolution for 2018-2019

Recommendation: Motion to adopt a resolution authorizing Transportation budget expenditures for the 2018-2019 fiscal year, and certifying that such expenditures were in accordance with the School Laws of Pennsylvania and budget controls of the Pennsylvania Department of Education.

d. Transportation Contracts, F&S Transportation and Kelly Transit

Recommendation: Motion to approve transportation contracts for the three-year period of July 1, 2019 through June 30, 2022 with the following transportation vendors: F&S Transportation and Kelly Transit.

3. Grant Requests

a. Federal Programs Consolidated Application 2019-2020

Recommendation: Motion to approve grant application to PA Department of Education for \$799,037 federal funds for Title IA, Title ID and Title III effective July 1, 2019 through September 30, 2020.

b. Special Education Performance Grant - Competitive Integrated Employment

Recommendation: Motion to approve grant application to the PA Department of Education for \$30,000 in federal funds for the Special Education Performance Grant-- Competitive Integrated Employment effective September 1, 2019 through June 15, 2020.

c. PCCD Act 44 VIPs Project Grant

Recommendation: Motion to approve grant application to PA Commission on Crime and Delinquency for \$57,931 for the LIU PCCD Act 44 VIPs Project effective August 30, 2019 through June 30, 2021.

4. Board Policy for Review

Board policy 702 – Gifts, Grants, Donations – was revised and presented for review.

Recommendation: No action is required at this time.

5. Job Description for Review

The job description for ESL Supervisor was rewritten and retitled to Language Instruction Educational Program Supervisor and presented for 30-day review.

Recommendation: No action required at this time.

MOTION TO AMEND ADDENDUM TO CONSENT AGENDA: Sue Heistand moved to amend the addendum to the consent agenda recommending a motion to hire Dr. Adelle Campbell to include “subject to approval of an agreement of a stipend for tuition reimbursement under Act 93.” Patrick McDonald seconded the amendment. All Board members present are recorded as voting in favor and the motion carried.

MOTION ON CONSENT AGENDA: Sue Heistand moved to approve the consent agenda and addendum as amended, seconded by Paul Politis. A roll call vote recorded all in favor of the consent agenda and the motion carried.

NEW BUSINESS: The purchase of a Fleet Vehicle was removed from the agenda for further investigation.

PRESIDENT’S REPORT: Mr. Miller deferred to Attorney Bill Zee for an update on negotiations. A tentative date of October 24, 2019 has been scheduled.

EXECUTIVE DIRECTOR’S REPORT: Dr. West shared the following highlights:

- The Symposium Planning Committee (composed of Dr. West, Dr. Snell, Dr. Lemmon and Dr. Kline) is in the final planning stages for the Fall Superintendents’ Symposium scheduled for October 30 through November 1, 2019.
- A summary of Dr. West’s visits with each School Superintendent will be shared at the next Board meeting. Mrs. Heistand suggested that Dr. West reach out to new superintendents that may come on board during the year as a result of resignations and retirements.
- Dr. West provided the Board with his goals and priority areas for 2019-2020, and will provide quarterly updates on progress toward these goals.

**LIU Board of Directors Meeting
Minutes of September 3, 2019**

- Dr. West was recently accepted into the Superintendents Academy Cohort in order to complete requirements under Act 45.

CABINET REPORTS: Cabinet members provided highlights of their written reports.

NEXT MEETING: The next meeting of the Board of Directors will be held at 7:00 p.m. on October 1, 2019 at the LIU Central Office in New Oxford.

ADJOURNMENT: It was moved and seconded to adjourn the meeting at 8:16 p.m.

Tim A. Stanton
Board Secretary