

◆ **Call to order:** The meeting was attended by: Mark Chimel, Sue Heistand, Brian Hoffman, Cassandra Liggins, Dustin Martin, Dolores Nester, Vanessa Snell, and Douglas White.

◆ A **moment of silence** was held in remembrance of Christine (Chrissy) Poole, who passed away on October 20, 2021. Chrissy served as part-time receptionist at the LIU Central Office since 2015.

◆ Dr. Laura McCusker provided an overview of the **LIU Comprehensive Plan**. The Board voted to amend the agenda to include adoption of the Comprehensive Plan, and the plan was then adopted.

◆ The following **policies** were **adopted**:

Policy 006 - Board Procedures - Meetings
Policy 006.1 - Attendance at Meetings via Electronic Communications
Policy 218.3 - Discipline of Student Convicted/Adjudicated of Sexual Assault
Policy 903 - Public Participation in Board Meetings

◆ The following **job descriptions** were **adopted**:

2018 - Supervisor of Operations (previously Manager of Facilities and Purchasing Consortia)
3014 - Professional Development Specialist (revised)
4016 - Network Administrator (new)
4017 - Systems Administrator (new)
6020 - Data Coordinator (revised)
8006 - Student Support - Tutor (After School - Summer)
8007 - Social Worker - Act 89
8008 - Licensed Practical Nurse (LPN) - Act 89
8009 - Instructional Support Teacher - Act 89
8010 - Bilingual Secretary - Nonpublic Schools

◆ The following **job descriptions** were presented for **review**:

1002.1 - Administrative Assistant to the Assistant Executive Director and Director of Strategic Communications (revision)
3007 - Administrative Assistant to Director and Assistant Director of Educational Services (revision)

◆ The following items were **adopted**:

- Lincoln EDGE Genius Licensing Purchase and Implementation
- Request to conduct research study
- Approval to conduct the annual election of LIU Board members by mail ballot and notify School Districts of upcoming vacancies

- Minor change to Act 93 Agreement to correct the level assigned to the Associate Supervisor from level VI to level IV
- Agreement with EduLink Inc. for use of the PA Electronic Teacher Evaluation Portal
- Change orders for the construction of the Health Centers from Monacacy Valley Electric Inc., Caliber Contracting Services Inc., Mann Plumbing and Heating LLC, and Frey Lutz Corp.
- Implementation of protocols to address substitute shortages and classroom vacancies that include: Increase in substitute rates, Finder's Fees to staff who recruit substitutes and classroom staff, and drawings to award classroom staff for good attendance
- Addendum to ESS Northeast, LLC Agreement to increase Substitute rates beginning November 3, 2021
- Approval of Transportation Service Providers: Durham School Services, L.P., Sun Coach Lines, LLC (dba Lincoln Coach Lines), Krise Transportation and ALC Schools, LLC

◆ A draft of the Revised LIU **Administrative Evaluation Plan** was presented for review.

◆ In **personnel actions**, the Board accepted 17 resignations, 7 retirements, and appointed staff to fill 3 professional and 8 support positions.

◆ In other **business actions**, the Board approved all Financial Reports comprised of the Treasurer's Report, Check Register, Payroll Report and Budget transfers, as well as an updated list of contracted transportation drivers.

◆ The **next meeting** of the Lincoln Intermediate Unit Board of Directors will be held on Tuesday, **November 30, 2021, at 7:00 p.m. There is no meeting in December.**

◆ As a reminder, you can access all of the Board Meeting Resources at the following locations:

- Board Meeting [Agendas](#)
- Board Meeting [Minutes](#)
- Board Meeting [Recording](#)

For more information, contact the LIU Administration office by email to jhtrostle@iu12.org