



**BOARD OF DIRECTORS
MINUTES
August 3, 2021**

1. Call to Order

The regular meeting of the Lincoln Intermediate Unit 12 Board of Directors was held virtually on August 3, 2021. Board President Sue Heistand called the meeting to order at 7:00 pm.

2. Pledge of Allegiance

The meeting opened with the pledge of allegiance.

3. Oath of Office

Board Solicitor William Zee conducted the swearing-in ceremony of the following newly-elected directors to the Board. Dustin Martin was not present and will be sworn in at a later date.

Directors to serve new three-year terms beginning July 1, 2021 through June 30, 2024

Mark Chimel, Greencastle-Antrim School District and Fannett-Metal School Districts
Douglas White, Spring Grove Area and West York Area School Districts
Suzanne Smith, West York Area School District, representing board seat for Hanover Public, South Western and Southern York County School Districts

Director to serve unexpired term beginning July 1, 2021 through June 30, 2022

Vanessa Snell, Northeastern and Dover Area School Districts

4. Roll Call

The following Board members attended via zoom: Mark Chimel, Sue Heistand, Brian Hoffman, Cassandra Liggins, Dolores Nester, Suzanne Smith, Vanessa Snell, Michael Wagner and Douglas White. LIU staff attending were: Dr. Jeffrey West, Dr. Kendra Trail, Jared Mader, Dr. Lynn Murphy, Dr. Brad Sterner, Tim Stanton, Tracy Williams, Jill Trostle, and William Zee, Esq., Appel, Yost & Zee, Board Solicitor.

5. Recognition of Visitors and Public Comment: Sue Heistand, Board President

Mrs. Heistand welcomed visitors that may be attending and provided an opportunity for public comment. No public comments were received.

6. Approval of Minutes of June 29, 2021

The minutes of the previous meeting were approved as presented.

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7. Consent Agenda

Background: The following routine operational matters were presented for action by the Board of Directors, as well as an Addendum for additional personnel items.

Recommendation: Motion to approve all recommendations under the Consent Agenda as well as item 7.m. from the Addendum. Vanessa Snell moved approval, seconded by Dolores Nester. Roll call vote recorded all in favor and the motion carried.

7.a. Resignations/Retirements/Terminations

Last Name	First Name	Position	Program	Term Date	Reason
Blahus	Rebecca	Staff Developer	Educational Services	07/06/2021	Resignation
Brody	Samantha	Teacher	Preschool	08/27/2021	Resignation
Brubaker	Lauren	Teacher	Behavioral Intervention	05/27/2021	Resignation
Callahan	Bonnie	Teacher Assistant	Intensive Learning Support	05/27/2021	Retirement
CO70012		Student Worker	Transition	05/28/2021	Position Ended
Cramer	Jennifer	Teacher Assistant	Multidisabilities Support	07/29/2021	Resignation
DO01972		Student Worker	Life Skills Support	05/25/2021	Position Ended
Donnelly	Dawn	Teacher Assistant	Autistic Support	05/28/2021	Resignation
FL87941		Student Worker	Transition	05/28/2021	Position Ended
FO81498		Student Worker	Transition	05/28/2021	Position Ended
Green	Melissa	Personal Care Assistant	Life Skills Support	06/08/2021	Retirement
Haltzman	Emily	Personal Care Assistant	Autistic Support	05/28/2021	Resignation
Holt	Chelsey	Teacher	Therapeutic Emotional Support	09/24/2021	Resignation
Kourliouros	Hillary	Counselor	Act 89 Nonpublic School Services	07/01/2021	Resignation
Malerich	Betty	Job Coach	Transition	05/28/2021	Retirement
McDonald	Shelly	Speech Therapist	Speech / Language Support	05/28/2021	Resignation
MI09663		Student Worker	Transition	05/28/2021	Position Ended
Moyer	Kent	Teacher Assistant	Life Skills Support	05/28/2021	Retirement
Munion	Lorraine	Teacher	Life Skills Support	06/04/2021	Resignation
Olschefski	Courtney	Teacher Assistant	Life Skills Support	05/28/2021	Resignation
Raya	Joanna	Occupational Therapist	Occupational / Physical Therapy	06/01/2021	Resignation
Redding	Katelyn	Teacher	Life Skills Support	09/09/2021	Resignation
Sheasley	Thomas	Help Desk Tier I Representative	Educational Technology Services	07/14/2021	Resignation
Smith	Melissa	Secretary	Business Services	09/03/2021	Retirement
Stough	Kayla	Teacher Assistant	Autistic Support	06/04/2021	Resignation
Thomas	Michelle	Data Coordinator	Special Education	08/13/2021	Resignation
Webb	Ashley	Psychologist	Pupil Personnel Services	06/15/2021	Resignation

7.b. Professional Staff Nominations (pending receipt of all required paperwork)

Last Name	First Name	Position	Program	Orientation or Hire Date	Rate	Category Step/Scale	Work Calendar
Blevins	Jennifer	Teacher	Autistic Support	08/04/2021	\$46,972.00	LIUEA D-5	188 Days

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Brett	Kara	Teacher	Intensive Learning Support	08/04/2021	\$51,087.00	LIUEA F-1	188 Days
Cowan	Cynthia	Speech Therapist	Preschool	08/04/2021	\$58,901.00	LIUEA E-13	188 Day Stretch
Dawson	Jennifer	Teacher	Learning Support	08/04/2021	\$52,786.00	LIUEA E-7	188 Days
Kleyen	Alyssa	Speech Therapist	Speech / Language Support	07/21/2021	\$51,087.00	LIUEA F-1	188 Days
Luckenbaugh	Stacy	Teacher	Therapeutic Emotional Support	07/21/2021	\$55,543.00	LIUEA I-5	188 Days
Maddox	Kelly	Itinerant Teacher	Act 89 Nonpublic School Services	08/04/2021	\$54,742.00	LIUEA H-5	188 Days
Morrow	Danelle	Speech Therapist	Preschool	07/21/2021	\$57,904.00	LIUEA F-8	188 Day Stretch
Munyon	Courtney	Teacher	Autistic Support	07/14/2021	\$46,072.00	LIUEA D-2	188 Days
Ney-Shaffer	Chantelle	Staff Developer	Educational Services	08/04/2021	\$71,323.00	LIUEA F-13	188 Day Stretch
Oswald	Jennifer	Staff Developer	Educational Services	08/09/2021	\$66,793.00	LIUEA F-12	188 Day Stretch
Serrato	Felipe	Teacher	Behavioral Intervention	07/14/2021	\$45,772.00	LIUEA D-1	188 Days
Wagaman	Katie	Associate Supervisor	Special Education	08/09/2021	\$81,500.00	Act 93	200 Days
Zacherl	Taylor	Speech Therapist	Speech / Language Support	07/14/2021	\$51,087.00	LIUEA F-1	188 Stretch

The following nomination was presented for approval on an addendum to the agenda:

Last Name	First Name	Position	Program	Orientation or Hire Date	Rate	Category Step/Scale	Work Calendar
Flickinger	Deidrea	Teacher	Emotional Support	TBD	\$57,904.00	LIUEA -F-8	188 Days

7.c. 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
Bowersox	Tiffany	Personal Care Assistant	Autistic Support	07/28/2021	\$13.84 per hour	TA/PCA A-1	188 Days
Bricker	Diana	Personal Care Assistant	Autistic Support	07/28/2021	\$14.15 per hour	TA/PCA F-1	188 Days
Chinnick	Amanda	Teacher Assistant	Multidisabilities Support	08/04/2021	\$16.79 per hour	TA/PCA D-4	188 Days
Eaton	Liberti	Personal Care Assistant	Multidisabilities Support	08/04/2021	\$13.84 per hour	TA/PCA A-1	188 Days
Gudgeon	Leah	Personal Care Assistant	Autistic Support	08/04/2021	\$14.32 per hour	TA/PCA A-3	188 Days
Heltzel	Emmilie	Personal Care Assistant	Preschool	07/21/2021	\$13.84 per hour	TA/PCA A-1	188 Days
Ludwig	Melissa	Teacher Assistant	Autistic Support	08/04/2021	\$16.58 per hour	TA/PCA G-3	188 Days
Patterson	Vicky	Teacher Assistant	Life Skills Support	07/21/2021	\$14.20 per hour	TA/PCA G-1	188 Days
Reece	Melissa	Personal Care Assistant	Autistic Support	08/04/2021	\$14.10 per hour	TA/PCA A-2	188 Days
Riley	Sabrina	Personal Care Assistant	Autistic Support	08/04/2021	\$13.84 per hour	TA/PCA A-1	188 Days
Shaffer	Jody	Personal Care Assistant	Multidisabilities Support	07/21/2021	\$14.10 per hour	TA/PCA A-2	188 Days
Soliday	Melanie	Personal Care Assistant	Autistic Support	07/14/2021	\$21.32 per hour	TA/PCA G-7	188 Days
Wall	Stacy	Personal Care Assistant	District Contracted	07/14/2021	\$14.10 per hour	TA/PCA A-2	188 Days
Waulk	Kennedee	Secretary	Adult Education	07/14/2021	\$13.79 per hour	Sec C A-1	Part Time Hourly
Wentzel	Elizabeth	English as a Second Language Instructor	Adult Education	07/21/2021	\$20.83 per hour	Grant Funded	Part Time Hourly

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Wolf	Hilary	Secretary	Educational Technology Services	08/09/2021	\$17.96 per hour	Sec C F-2	260 Days
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7.d. Additional Service Agreements

Last Name	First Name	Position	Rate	School District	Dates
Cook	Tamy	Speech Therapist	\$53.60 per hour	Chambersburg Area School District	July 6, 2021 - July 30, 2021
DiCesare	Rosemary	Interpreter	\$36.71 per hour	Dallastown Area School District	August 16, 2021 - June 30, 2022
Haid	Paul	Interpreter	\$55.90 per hour	Dallastown Area School District	August 16, 2021 - June 30, 2022
Imhoff	Jennifer	Interpreter	\$42.09 per hour	Dallastown Area School District	August 16, 2021 - June 30, 2022
Krichen	Kathi	Teacher Assistant	\$20.85 per hour	South Western School District	July 1, 2021 - July 31, 2021
Legore	Laura	Teacher	\$54.20 per hour	Gettysburg Area School District	July 9, 2021
Riding-Queenan	Beverly	Teacher	\$48.61 per hour	Dallastown Area School District	June 1, 2021 - July 30, 2021 (extension)
Rose	John	Speech Therapist	\$38.65 per hour	Chambersburg Area School District	July 6, 2021 - July 30, 2021
Shealer	Amy	Teacher Assistant	\$13.84 per hour	South Western School District	July 1, 2021 - July 31, 2021
VanHousen	Carolyn	Speech Therapist	\$53.60 per hour	Northern York County School District	July 1, 2021 - July 30, 2021

7.e. Change in Employment Status

Last Name	First Name	Position	Program	Rate	Category Step/Scale	Effective	From	To	Reason
Anderson	Emily	Certified Occupational Therapy Assistant	Occupational / Physical Therapy	\$32.77 per hour	ESPA COTA/PTA A-5	08/01/2021	Full Time	Part Time - 3 Days per Week	Work Calendar Adjustment
Beaton	Lisa	Speech Therapist	Speech / Language Support	\$51,087.00	LIUEA F-1	08/10/2021	Part Time Hourly / Temporary \$38.20 per Hour	Full Time / Permanent \$51,087.00	Position Transfer
Breon	Candice	Personal Care Assistant	Autistic Support	\$13.54 per hour	TA/PCA A-1	06/30/2021	\$13.37 per hour	\$13.54 per hour	Salary Correction
Britner	Stacy	Personal Care Assistant	Autistic Support	\$13.54 per hour	TA/PCA A-1	05/10/2021	\$13.37 per hour	\$13.54 per hour	Salary Correction
Byers	Lauren	Teacher	Preschool	\$47,397.00	LIUEA E-3	06/01/2021	LIUEA D-3 \$45,587.00	LIUEA E-3 \$47,397.00	Salary Column Movement - Level II Certification
Duggan	Patrick	Teacher	Behavioral Intervention	\$55,085.00	LIUEA F-7	05/16/2021	LIUEA E-7 \$52,001.00	LIUEA F-7 \$55,085.00	Salary Column Movement - Master's
Escobar	Veronica	Personal Care Assistant	Life Skills Support	\$14.79 per hour	TA/PCA E-2	04/26/2021	\$14.61 per hour	\$14.79 per hour	Salary Correction
Gallardo	Nicole	Human Resources Associate	Human Resources	\$17.03 per hour	Sec D A-3	06/02/2021	\$16.82 per hour	\$17.03 per hour	Salary Correction

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Gotshall	Theresa	Instructional Advisor	Act 89 Nonpublic School Services	\$70,538.00 + \$3000.00 IA Stipend	LIUEA F-13	08/10/2021	Itinerant Teacher \$70,538.00	Instructional Advisor \$70,538.00 + \$3000.00 IA Stipend	Position Transfer
Harver	Emily	Teacher Assistant	Preschool	\$15.41 per hour	TA/PCA G-2	07/06/2021	\$15.07 per hour	\$15.41 per hour	Salary Correction
Hildebrand	Lisa	Teacher	Emotional Support	\$52,287.00	LIUEA F-5	07/01/2021	\$51,468.00	\$52,287.00	Salary Correction
Kauffman	Paris	Secretary	Adult Education	\$16.03 per hour	Sec C F-1	06/28/2021	\$15.83 per hour	\$16.03 per hour	Salary Correction
Keller	Lacy	Teacher	Autistic Support	\$53,085.00	LIUEA F-6	05/16/2021	LIUEA E-6 \$50,001.00	LIUEA F-6 \$53,085.00	Salary Column Movement - Master's
Kerchner	Katie	Psychologist	Pupil Personnel Services	\$44.65 per hour	LIUEA J-7	07/01/2021	n/a	n/a	Temporary Supplemental Work - Crisis Team
Kinton	Alicia	Physical Therapist	Preschool	\$61,376.00	LIUEA DRT-7	07/01/2021	\$59,856.00	\$61,376.00	Salary Correction
Lint	Jessica	Instructional Advisor	Special Education	\$60,661.00 + \$5000.00 IA Stipend	LIUEA F-9	09/06/2021	Teacher Therapeutic Emotional Support \$60,661.00	Instructional Advisor Special Education Same + \$5000.00 IA Stipend	Position Transfer
Messner	Sophia	Speech Therapist	Speech / Language Support	\$51,087.00	LIUEA F-1	07/01/2021	\$50,268.00	\$51,087.00	Salary Correction
Neptune	Kimberly	Psychologist	Pupil Personnel Services	\$78,373.40	LIUEA H-13	07/01/2021	LIUEA G-13 \$75,758.00	LIUEA H-13 \$78,373.40	Salary Column Movement - Master's + 30
Peters	Jennifer	Social Worker	Pupil Personnel Services	\$39.50	LIUEA F-4	07/01/2021	n/a	n/a	Temporary Supplemental Work - Crisis Team
Polito	Joanna	Speech Therapist	Preschool	\$58,892.00	LIUEA G-8	07/01/2021	LIUEA F-8 \$57,904.00	LIUEA G-8 \$58,892.00	Salary Column Movement - Master's + 15
Rumbaugh	Melissa	Occupational Therapist	Occupational / Physical Therapy	\$35.69 per hour	LIUEA D-5	08/01/2021	2 Days per Week	1 Day per Week	Work Calendar Adjustment
Sakala	Joanna	Itinerant Teacher	Act 89 Nonpublic School Services	\$62,793.00	LIUEA F-10	08/10/2021	Part Time / 3 Days per Week \$47.72 per hour	Full Time \$62,793.00	Work Calendar Adjustment

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Smith	Kippi	Teacher	Transition	\$35.00 per hour	n/a	6/28/2021 - 7/1/2021	n/a	n/a	Temporary Coverage - Oversight of Summer Student Workers
Startzel	Katherine	Itinerant Teacher	Hearing Impaired Support	\$57,904.00	LIUEA F-8	07/01/2021	\$57,094.00	\$57,904.00	Salary Correction
Swemley	Michelle	Program Coordinator / Data Specialist	ELECT	\$20.83 per hour	Sec D F-3	07/19/2021	Case Manager 220 Days Recruiter H-4 \$20.96 per hour	Program Coordinator / Data Specialist 260 Days Sec D F-3 \$20.83 per hour	Position Transfer
Trammell	Karen	Secretary	Human Resources	\$17.94 per hour	Sec B F-4	04/22/2021	\$17.72 per hour	\$17.94 per hour	Salary Correction
West	Jeffrey	Executive Director	Administration	\$6000.00 Merit Increase	Act 93	07/01/2021	n/a	n/a	Merit Increase of \$6000.00 (in accordance with contract)

7.f. Treasurer's Report

Recommendation: Motion to accept the Treasurer's Report of June 30, 2021 showing cash on hand of \$24,368,836.91.

7.g. Financial Report

Background: The Financial Report includes all disbursements made since the last Board report through July 13, 2021 and Budget transfers from June 12, 2021 through June 30, 2021.

Recommendation: Motion to approve the Financial Report of payments and payroll totaling \$8,729,621.12 and Budget Transfers from June 12, 2021 through June 30, 2021.

7.h. Transportation Drivers

Background: A list of 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 as of August 3, 2021.

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7.i. Job Description for Review

Background: The following job description is presented for review.

4005 - Systems/Network Specialist (title change from Technical Systems Support Specialist)

Recommendation: No action required at this time.

7.j. Job Description for Adoption

Background: The following job description was presented for adoption.

6045 Educational Interpreter (revised)

Recommendation: Motion to adopt job description 6045 Educational Interpreter.

7.k. Board Policies for Adoption

Background: The following Board Policies were presented for adoption.

- 236.1 - Threat Assessment
- 601 - Fiscal Objectives
- 602 - Budget Planning
- 603 - Budget Preparation
- 609 - Investment of Intermediate Unit Funds
- 611 - Purchases Budgeted
- 616 - Payment of Bills
- 617 - Petty Cash
- 618 - Student Classroom Funds
- 620 - Fund Balance
- 624 - Taxable Fringe Benefits (new)
- 626.1 - Travel Reimbursement - Federal Programs (new)
- 701 - Facilities Planning
- 703 - Sanitary Management
- 704 - Property
- 707.1 - Building Rental - York Learning Center
- 709 - Building Security
- 803 - Intermediate Unit Calendar
- 811 - Bonding
- 812 - Property Insurance
- 813 - Other Insurance
- 828 - Fraud (new)
- 906 - Public Complaints
- 908 - Relations with Parents/Guardians
- 911 - News Media Relations
- 913 - Relations with Special Interest Groups

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914 - Relationship/Responsibility - Professional Employees to Member Districts
914.1 - Relationship/Responsibility - Noncertificated Employees to Member Districts
916 - Volunteers
917 - Parent/Family Involvement

Recommendation: Motion to adopt Board policies.

7.l. Board Policy for Review

Background: The following Board policy is presented for first reading.

907 - Intermediate Unit Visitors

Recommendation: No action required at this time.

7.m. Extended School Year

Item 7.m. was presented for approval on an addendum to the agenda:

Recommend approval of the following staff to work in the Extended School Year Program:

Last Name	First Name	ESY Position	Pay Rate
Kitzmilller	Jennifer	Certified Occupational Therapy Assistant	Per Diem
Quinn	Erica	Teacher	Per Diem
Sweeny	Jennifer	Assistant	Per Diem
Watson	Jennifer	Assistant	Per Diem

8. Information Items

8.a. Comprehensive School Improvement Subrecipient Agreement for 2021-22

Background: Comprehensive School Improvement (CSI) is a PDE-led, statewide initiative to support continuous improvement of the schools most in need of support for the all student group that they serve. In the IU12 region, Crispus Attucks Youthbuild Charter School is currently identified for school improvement in the area of graduation rate for its 17-to-21-year-old students. By signing this contract, IU12 is assuming the role of school improvement facilitator to assist Crispus Attucks Youthbuild Charter School in improving outcomes (including graduation rate) for its students. This contract for \$55,000 for 2021-2022 promises that a multidisciplinary team from Educational Services will deliver services to the administration and staff that best fit the needs of Crispus Attucks, including facilitation of the cycle of improvement and content specific support.

Recommendation: No action required at this time. The following motion will be presented on September 7, 2021. Motion to approve the Comprehensive School Improvement Subrecipient Agreement for 2021-22.

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8.b. Agreement with Catholic Charities

Background: The Special Education Division requests approval of a non-financial, cooperative referral agreement with Catholic Charities to facilitate continuity of care and provide confidential, professional, outpatient psychotherapy to children, adolescents and adults consistent with those required by the Pennsylvania Department of Human Services for licensed psychiatric outpatient clinics. Ms. Smith asked if there are costs to the IU associated with this agreement. Dr. Murphy responded that the agreement is a mutual agreement of support and costs are billed to the recipient of services and paid by personal health insurance.

Recommendation: No action required at this time. The following motion will be presented in September: Motion to adopt agreement with Catholic Charities effective September 8, 2021, to facilitate continuity of care and provide confidential, professional, outpatient psychotherapy to children, adolescents and adults as needed.

8.c. Pennsylvania Counseling Services Agreement

Background: The Special Education Division requests approval of an agreement with Pennsylvania Counseling Services.

Recommendation: No action required at this time. The following motion will be presented on September 7, 2021: Motion to adopt agreement with Pennsylvania Counseling Services.

9. Action Items

9.a. Request to Conduct Doctoral Research

Recommendation: Motion to grant approval for Karen Connolly to conduct her doctoral research with regular education students in the Wallace Elementary School, in the West York School District on the effectiveness of dedicated fine motor, visual motor and self-help skills in a collaborative relationship with kindergarten teachers. Michael Wagner moved approval, seconded by Cassandra Liggins. Roll call vote recorded all in favor and the motion carried.

9.b. Parent Handbook

Recommendation: Motion to adopt the Parent Handbook. Brian Hoffman moved approval, seconded by Suzanne Smith. Roll call vote recorded all in favor and the motion carried.

9.c. Approval to Establish New Cabinet Position for Director of Strategic Communications

Recommendation: Motion to grant approval to establish a new cabinet-level position for Director of Strategic Communications and to adopt the proposed job description.

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9.d. Affiliation Agreement with West Chester University

Recommendation: Motion to approve Affiliation Agreement with West Chester University effective immediately through June 30, 2023. Cassandra Liggins moved approval, seconded by Brian Hoffman. Roll call vote recorded all in favor and the motion carried.

9.e. Appointment of Director of Strategic Communications

The following motion was presented on an addendum in conjunction with approval to establish a new position for Director of Strategic Communications:

Recommendation: Motion to appoint Julie R. Romig to the position of Director of Strategic Communications at an annual salary of \$110,000, Act 93 Level II, 260 days per year, with effective date to be determined. Michael Wagner moved approval, seconded by Cassandra Liggins. Roll call vote recorded all in favor and the motion carried.

10. President's Report

- Mrs. Heistand opened the floor to public comment on anything on or off the agenda. There were no public comments.
- Mrs. Heistand extended appreciation to the Board members who received their oath of office this evening for their willingness to serve on the Board of Directors. She encouraged those Board members that are leaving the Board at the end of this year to work with the own Boards to secure a representative to replace them. Mrs. Heistand invited Board members to share items of interest, to which there was no response.

11. Executive Director's Report

- Dr. West extended appreciation to the Board for supporting the establishment of a new position for Director of Strategic Communications, noting that Ms. Romig comes to the IU with 20 years of experience in marketing, communications and public relations. Her starting date will be coordinated with Central York School District. The communications audit will be reviewed to set priorities for communications over the next two to three years. Dr. West thanked all IU staff that planned and participated in the recruitment, interview and hiring of the Director of Strategic Communications. Thanks to Tracy Williams and the HR staff, the process was thorough and comprehensive.
- The new school year begins August 10 with the opening in-service for all staff. This year's opening will be virtual and will cover the topics of the new employee handbook and opening of the LIU Health and Wellness Centers. Dr. West recognized Dr. Sterner, chair and members of the cross-divisional planning team for their work on the opening in-service program.

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12. Assistant Executive Director's Report

Dr. Trail briefed the Board on the following topics:

- Health and Safety Plan: Last year, changes to the Health and Safety Plan were brought to the Board as notification changes. This year, due to ESSR, any changes to the plan will need to be approved by the Board. If there are any changes that need to be implemented prior to the September 7 Board of Directors' meeting, a special Board meeting will be scheduled.
- Employee Recognition Program: The new Employee Recognition program will launch next week as part of opening in-service. Staff were surveyed for their interest in serving on an employee recognition program committee. Interested persons were selected through a random drawing. Staff were then surveyed for their input on ways to recognize staff. The recognition program will include:
 1. Employee of the Month selected by peer nomination
 2. End of Year Awards to one notable professional, one outstanding para, and one awesome support staff member (Dr. Trail extended credit to Dr. Lynn Murphy for working on this area pre-COVID)
 3. Staff Appreciation Week (to take the place of National Teacher Appreciation Week)
 4. Service Award Pins for every five years of service beginning August 2022.

Mrs. Heistand extended her appreciation to the committee for establishing a program to recognize the staff for all they do. Dr. Trail responded that she and the members of the committee are really excited and engaged with the roll out of the new recognition program.

13. Cabinet Reports

Cabinet members shared one highlight from their written report, which was provided as an attachment.

- The Educational Technology Division is establishing an Esports network. Esports are electronic "video" games that can be played by simultaneous groups of students in teams.
- The new Health and Wellness Centers are currently under construction at both the LIU Central Office and York Learning Center.
- Extended School Year services were held during the month of July for students with complex disabilities who demonstrate regression or difficulty with recoupment of learned skills throughout the regular school year.
- The Educational Services Division has been involved in the School Improvement Program for three years and has the largest School Improvement team in the state of Pennsylvania.

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- The Human Resources Division is working on an internal HR procedures manual

14. Good of the Order

No additional information was presented or discussed

15. Adjournment

Cassandra Liggins moved to adjourn the meeting, seconded by Suzanne Smith. The meeting adjourned at 7:46 pm.

16. Next Meeting: September 7, 2021

Respectfully submitted,

Tim A. Stanton
Board Secretary