

**MINUTES
BOARD OF DIRECTORS
LANCASTER-LEBANON INTERMEDIATE UNIT 13
SEPTEMBER 13, 2023**

CALL TO ORDER

The regular meeting of the Lancaster-Lebanon Intermediate Unit 13 Board of Directors, held at The Conference and Training Center at IU13 (1020 New Holland Avenue, Lancaster, PA 17601) with a virtual option available, was called to order at 7:30 PM by Mrs. Nikki Rivera, Vice President. Mrs. Rivera announced that an Executive Session was held prior to the meeting for personnel and legal matters.

PLEDGE OF ALLEGIANCE

ROLL CALL

Board Members Present:

Dr. Kathleen Blouch, Annville-Cleona (elected during meeting)
Craig Chubb, Solanco
Maryann Cini, Palmyra Area
Susan Dieffenbach, Cornwall-Lebanon
Dr. Edith Gallagher, Lancaster
Melissa Herr, Lampeter-Strasburg
Michael Fisher, Pequea Valley
Dr. Joseph Fullerton, Penn Manor (virtual – arrived at 7:37 PM)
Idette Groff, Conestoga Valley
Paul Irvin, Eastern Lancaster County
Ronald Melleby, Donegal
Charles Merris, Jr., Hempfield
Robert Okonak, Lebanon
Raymond Ondrusek, Eastern Lebanon County
Nelson Peters, Warwick
Nikki Rivera, Manheim Township
Tim Stauffer, Ephrata Area
Karen Sweigart, Elizabethtown Area

Absent:

Amy Beachy, Manheim Central (elected during meeting)
Brett Buckwalter, Cocalico (virtual)
Staci Murray, Northern Lebanon
Ryan Sexton, Columbia Borough

Staff Present:

Matthew Stem, Executive Director
Gina Brillhart, CFO/Assistant to the Executive Director
Flip Steinour, COO/Assistant to the Executive Director

Dr. Angela Kirby, Director, PaTTAN-Harrisburg
Timothy Laubach, Director, Technology Services
Dr. Joey Rider-Bertrand, Director, Instructional Services
Sherry Zubeck, Director, Early Childhood and Special Education Services
Dr. Peggy Anastasio, Program Director, Early Childhood and Special Education Services
Dr. Tina Brown, Early Childhood and Special Education Services
Dr. Kelly Galbraith, Program Director, Instructional Services
Shannan Guthrie, Program Director, Corporate Communications/Executive Director's Office
Dr. Kristen Lewald, Project Director, Executive Director's Office
Patricia Pontz, Associate Program Director, Business Services
Joshua Reuling, Technology Services
J. Jonathan Robinson, Human Resources Services

CORRECTIONS/ADDENDA

Mrs. Rivera announced that Human Resources Services has Addendum Item L. Mrs. Rivera also requested a correction to the agenda, moving Public Comments Specific to the Agenda to prior to Correspondence.

APPROVAL OF TONIGHT'S AGENDA

On a motion by Mr. Peters and a second by Mr. Melleby, the meeting agenda was approved as corrected.

Motion Carried: Yes-16, No-0, Absent-4, Vacancy-2

PUBLIC COMMENTS SPECIFIC TO THE AGENDA

None.

CORRESPONDENCE

Mrs. Rivera announced that a letter of resignation was received by Jennifer Walker, Manheim Central School District. Mrs. Rivera noted that a letter of thanks and plaque will be sent to Mrs. Walker on behalf of the Board and Administration.

Dr. Fullerton joined the meeting virtually. (7:32 PM)

On a motion by Mrs. Dieffenbach and a second by Mrs. Sweigart, the resignation was accepted.

Motion Carried: Yes-17, No-0, Absent-3, Vacancy-2

ELECTION OF NEW BOARD MEMBERS

Mrs. Rivera announced that a nomination was received from Annville-Cleona School District for Dr. Kathleen Blouch to represent the district on the IU13 Board of Directors. On a motion by Mrs. Dieffenbach and a second by Mr. Ondrusek, the Board elected Dr. Blouch to complete the district's term on the IU13 Board of Directors until June 30, 2024.

Motion Carried: Yes-17, No-0, Absent-3, Vacancy-2

Mrs. Rivera announced that a nomination was received from Manheim Central School District for Mrs. Amy Beachy to represent the district on the IU13 Board of Directors. On a motion by Mr. Peters and a second by Mr. Merris, the Board elected Mrs. Beachy to complete the district's term on the IU13 Board of Directors until June 30, 2024.

Motion Carried: Yes-18, No-0, Absent-3, Vacancy-1

APPROVAL OF AUGUST 9, 2023 BOARD MINUTES

On a motion by Ms. Cini and a second by Mr. Okonak, the minutes of the August 9, 2023 Board meeting were approved as presented.

Motion Carried: Yes-18, No-0, Absent-4

TREASURER'S REPORT

Mr. Melleby presented the Treasurer's Report. On a motion by Mr. Melleby and a second by Mrs. Dieffenbach, the Treasurer's Report, including the following, was approved for the period ending July 31, 2023:

- A. Cash Reconciliation (Treasurer's Report - Cash and Investments)
- B. Investments (Treasurer's Report - Cash and Investments)
- C. Budget Expenditure Report (Treasurer's Report - Expenditure Report)
- D. 2023-24 Program Budget Reconciliation (Treasurer's Report – Budget Reconciliation)
- E. Check Register in the amount of \$16,422,693.77

Motion Carried: Yes-18, No-0, Absent-4

BOARD REPORTS

Mrs. Groff provided a PSBA report.

BUSINESS SERVICES

Mr. Ondrusek noted that the Revenue Anticipation Note authorized last month has not been needed. He also noted that the committee received updates on the Jonestown Elementary Building, One Cumberland Building, and the audit.

On a motion by Mr. Ondrusek and a second by Mr. Fisher, the Board approved Business Services Consent Agenda Item A:

- A. Contracts. (Reference Business Services Exhibit A)

(Purpose: To approve contracts, marketplace contracts, and/or subrecipient agreements as presented in the accompanying Exhibit.)

Motion Carried: Yes-18, No-0, Absent-4

Business, EDO, and PaTTAN Contracts

No.	Dept.	SBU/SSU	Contract Type	Source	Contractor	Term	Cost	Scope	Explanation	Procurement
1.	Business (EDO)	015 STATEWIDE INITIATIVES	PROFESSIONAL	Federal	ALLEGHENY INTERMEDIATE UNIT 3	8/1/23-6/30/24	Not to exceed \$57,000.00	Mathematics NIC for CSI Schools	To develop and deliver 12 synchronous 2-hour sessions each focused on a high-leverage practice designed to enhance strong Tier I instruction and address the systemic issue of inequity in K-12 mathematics.	Sole Source
2.	Business (PaTTAN)	015 STATEWIDE INITIATIVES	PROFESSIONAL	Federal	QBS LLC	7/1/23-6/30/24	Not to exceed \$79,000.00	Behavioral safety training for trainers	To provide specialized behavioral safety training and recertification training using a competency-based program designed to facilitate safe and therapeutic interactions between students and teachers in any educational environment.	Sole Source

Business, EDO, and PaTTAN Contracts

No.	Dept.	SBU/SSU	Source	Subrecipient	Term	Cost	Scope	Explanation
1.	Business (PaTTAN)	015 STATEWIDE INITIATIVES	Federal	21ST CENTURY CYBER CHARTER SCHOOL	7/1/23-6/30/24	Not to exceed \$50,000.00	State Systemic Improvement Plan (SSIP)	To allow the contractor to assist the Bureau of Special Education (BSE) in implementing the requirements of Indicator 17 of the State Performance Plan/Annual Performance Report (SPP/APR). Indicator 17 is the State Systemic Improvement Plan to increase the graduation rates of students with disabilities.
2.	Business (PaTTAN)			AGORA CYBER CHARTER SCHOOL		Not to exceed \$50,000.00		
3.	Business (PaTTAN)			ALLENTOWN SCHOOL DISTRICT		Not to exceed \$50,000.00		
4.	Business (PaTTAN)			CHARLEROI AREA SCHOOL DISTRICT		Not to exceed \$50,000.00		
5.	Business (PaTTAN)			COLUMBIA BOROUGH SCHOOL DISTRICT		Not to exceed \$50,000.00		
6.	Business (PaTTAN)			COMMONWEALTH CHARTER ACADEMY CHARTER SCHOOL		Not to exceed \$50,000.00		
7.	Business (PaTTAN)			EAST PENNSBORO AREA SCHOOL DISTRICT		Not to exceed \$50,000.00		
8.	Business (PaTTAN)			KEYSTONE EDUCATION CENTER INC		Not to exceed \$50,000.00		
9.	Business (PaTTAN)			NEW DAY CHARTER SCHOOL		Not to exceed \$50,000.00		
10.	Business (PaTTAN)			PENNSYLVANIA DISTANCE LEARNING CHARTER SCHOOL		Not to exceed \$50,000.00		
11.	Business (PaTTAN)			PERSEUS HOUSE CHARTER SCHOOL OF EXCELLENCE		Not to exceed \$50,000.00		
12.	Business (PaTTAN)			POTTSTOWN SCHOOL DISTRICT		Not to exceed \$50,000.00		
13.	Business (PaTTAN)			READING SCHOOL DISTRICT		Not to exceed \$50,000.00		
14.	Business (PaTTAN)			SAYRE AREA SCHOOL DISTRICT		Not to exceed \$50,000.00		
15.	Business (PaTTAN)			TROY AREA SCHOOL DISTRICT		Not to exceed \$50,000.00		
16.	Business (PaTTAN)	015 STATEWIDE INITIATIVES	Federal	BLACKLICK VALLEY SCHOOL DISTRICT	7/1/23-6/30/24	Not to exceed \$28,500.00	Systemic Supports Initiative	To provide critical services, supplies, and resources as designated by the Pennsylvania Department of Education (PDE) pursuant to its Systemic Supports Initiative to enhance learning opportunities in critically underserved areas of the Commonwealth.
17.	Business (PaTTAN)			GLENDALE SCHOOL DISTRICT		Not to exceed \$15,000.00		

EARLY CHILDHOOD AND SPECIAL EDUCATION SERVICES

Mrs. Groff highlighted the donation included on the agenda.

On a motion by Mrs. Groff and a second by Mrs. Herr, the Board approved Early Childhood and Special Education Services (ECSES) Consent Agenda Items A-C:

- A. Contracts. (Reference Early Childhood and Special Education Services Exhibit A)

(Purpose: To approve contracts, marketplace contracts, and/or subrecipient agreements as presented in the accompanying Exhibit.)

- B. Approval to submit a non-competitive continuation proposal and other funding opportunities from the Office of Head Start and OCDEL throughout the 2023-2024 school year, for the Head Start program in Lebanon County.

(Purpose: To approve submission of a Head Start of the continuation grant proposal. Head Start provides comprehensive services to 127 income-eligible children and families in Lebanon County. The program promotes kindergarten readiness for three- and four-year-old children.)

- C. Acknowledgement of backpacks and school supplies donated to the Lancaster-Lebanon IU13 ECSES Social Workers by Heller Capital.

Motion Carried: Yes-18, No-0, Absent-4

After the vote, Mrs. Groff noted that the committee received a Head Start update, and also discussed staffing and services for students.

EARLY CHILDHOOD AND SPECIAL EDUCATION SERVICES

ECSES Contracts

No.	Dept.	SBU/SSU	Contract Type	Source	Contractor	Term	Cost	Scope	Explanation	Procurement
1.	ECSES	011 SPECIAL EDUCATION CLASSROOM SERVICES	PROFESSIONAL (Amendment)	Local	PHOENIX COURIER LTD	8/1/23-6/30/24	Not to exceed \$21,600.00	Delivery of student meals	Amendment of C2344120 originally approved 8/9/2023. This revision increases the original contract by \$6,600 for a new contract total of \$21,600. This revision corrects the statement of work and updates the contract total as a result of this revision.	Quotations
2.	ECSES	011 SPECIAL EDUCATION CLASSROOM SERVICES	EXTERNAL	State	TRANSPERFECT GLOBAL INC	7/1/23-6/30/24	\$20,000.00	Interpretation and translation services	Preferred provider of interpretation services for all languages and translation services for all languages except Spanish.	Sole Source
3.	ECSES	014 FED PASS-THRU FUNDS ADMIN SERVICES	EXTERNAL	Federal	FTF BEHAVIORAL CONSULTING INC	9/14/23-6/28/24	\$11,073.29	Behavioral Consulting Services	To provide coaching and consulting services to IU13 staff for supporting positive behavior change in students using American Rescue Plan funding.	Sole Source
4.	ECSES	014 FED PASS-THRU FUNDS ADMIN SERVICES	EXTERNAL	Federal, State	SPOOKY NOOK SPORTS INC	10/14/24-10/14/24	\$12,500.00	Conference Space Rental	To provide rental space for the October 14, 2024 ECSES Professional Development Day.	Sole Source

ECSES Contracts
Marketplace Activities

No.	Dept.	SBU/SSU	Name	Type	Term	Revenue	Service Provided	Explanation
1.	ECSES	011 SPECIAL EDUCATION CLASSROOM SERVICES	EASTERN LANCASTER COUNTY SCHOOL DISTRICT	Customer/Revenue	7/1/23-6/30/24	\$859,783.13	Special Education Services - IU13 District Consortium	To provide special education services to eligible school-age children attending classrooms in Lancaster County at the request of member school districts. The services will be billed per the projected worksheet under a consortium model of pooled resources and shared risk. A full reconciliation of actual costs will be completed at the end of the year.
2.	ECSES		LEBANON SCHOOL DISTRICT			\$2,107,043.06		
3.	ECSES		MANHEIM TOWNSHIP SCHOOL DISTRICT			\$2,528,796.38		
4.	ECSES		SCHOOL DISTRICT OF LANCASTER			\$1,911,650.13		
5.	ECSES	011 SPECIAL EDUCATION CLASSROOM SERVICES	LEBANON SCHOOL DISTRICT	Customer/Revenue	7/1/23-6/30/24	\$758,138.42	Special Education Services - IU13 Lebanon Consortium	To provide special education services to eligible school-age children attending classrooms in Lebanon County at the request of member school districts. The services will be billed per the projected worksheet under a consortium model of pooled resources and shared risk. A full reconciliation of actual costs will be completed at the end of the year.
6.	ECSES	012 ITINERANT SOLUTIONS	LEBANON SCHOOL DISTRICT	Customer/Revenue	7/1/23-6/30/24	\$182,240.00	Special Education Services – Itinerant Occupational and Physical Therapy	To furnish occupational/physical therapists to provide evaluation/consultation/treatment services as requested by the school district. The services will be billed at the rate of \$134/hour. The rate applies but is not limited to on-site evaluation/consultation/treatment time, offsite follow-up documentation/consultation time, and travel time between schools.
7.	ECSES		MANHEIM TOWNSHIP SCHOOL DISTRICT			\$33,500.00		
8.	ECSES		SCHOOL DISTRICT OF LANCASTER			\$67,000.00		

ECSES Contracts
Marketplace Activities

No.	Dept.	SBU/SSU	Name	Type	Term	Revenue	Service Provided	Explanation
9.	ECSES	012 ITINERANT SOLUTIONS	TULPEHOCKEN AREA SCHOOL DIST	Customer/Revenue	7/1/23-6/30/24	\$14,405.00	Special Education Services – Itinerant Occupational and Physical Therapy	To furnish occupational/physical therapists to provide evaluation/consultation/treatment services as requested by the school district. The services will be billed at the rate of \$144.05/hour. The rate applies but is not limited to on-site evaluation/consultation/treatment time, offsite follow-up documentation/consultation time, and travel time between schools.
10.	ECSES	012 ITINERANT SOLUTIONS	EASTERN LANCASTER COUNTY SCHOOL DISTRICT	Customer/Revenue	7/1/23-6/30/24	\$146,150.00	Special Education Services - Job Training	To furnish Job Trainers to coordinate and monitor the student job training needs as requested by the school district. The services will be billed at the rate of \$395/day. The rate applies but is not limited to establishing initial business certifications and maintaining business partnerships, on-site evaluation/consultation time, off-site follow up documentation/ consultation time, and travel time between schools.
11.	ECSES		MANHEIM TOWNSHIP SCHOOL DISTRICT			\$146,150.00		
12.	ECSES		SCHOOL DISTRICT OF LANCASTER			\$365,375.00		
13.	ECSES	012 ITINERANT SOLUTIONS	LEBANON SCHOOL DISTRICT	Customer/Revenue	7/1/23-6/30/24	\$141,370.00	Special Education Services - Speech and Language Itinerant Services	To furnish speech and language therapists to provide evaluation/consultation/treatment services as requested by the school district. The services will be billed at the rate of \$134/hour. The rate applies but is not limited to on-site evaluation/consultation/treatment time, offsite follow-up documentation/consultation time, and travel time between schools.
14.	ECSES		MANHEIM TOWNSHIP SCHOOL DISTRICT			\$38,860.00		
15.	ECSES		SCHOOL DISTRICT OF LANCASTER			\$67,000.00		

INSTRUCTIONAL SERVICES/TECHNOLOGY SERVICES

On a motion by Mr. Merris and a second by Mr. Melleby, the Board approved Instructional Services/Technology Services Consent Agenda Items A-B:

A. Contracts. (Reference Instructional Services/Technology Services Exhibit A)

(Purpose: To approve contracts, marketplace contracts, and/or subrecipient agreements as presented in the accompanying Exhibit.)

B. Approval of contracts between IU13, Lancaster Catholic High School, and the following contractors for services as noted, to be funded through EANS II funds administered by IU13 for Nonpublic Schools in Lancaster and Lebanon Counties.

Contractor	Service Provided	Amount	Time Period
B.R. Kreider	HVAC installation	\$5,900.00	9/14/2023-7/31/2024
CMC	HVAC installation	\$74,000.00	9/14/2023-7/31/2024
JK Mechanical	HVAC installation	\$203,275.00	9/14/2023-7/31/2024
Monismith Contracting	HVAC installation	\$29,750.00	9/14/2023-7/31/2024
Hershocks	Window installation	\$21,446.00	9/14/2023-7/31/2024

(Purpose: IU13 is the fiscal agent for nonpublic schools' Safe Schools EANS grants from the Pennsylvania Department of Education's Office for Safe Schools. The grant's aim is to promote an environment of greater productivity, safety, and learning. This project from Lancaster Catholic High School will be funded with EANS II grant funds.)

Motion Carried: Yes-18, No-0, Absent-4

IS and TS Contracts

No.	Dept.	SBU/SSU	Contract Type	Source	Contractor	Term	Cost	Scope	Explanation	Procurement
1.	IS	004 TEACHING AND LEARNING COLLABORATIVE	EXTERNAL	Local	FUEL EDUCATION LLC	8/1/23-7/31/24	Not to exceed \$750,000.00	LLVS purchase of Online Education Products and Services	To provide Lancaster-Lebanon Virtual Solutions' partnering districts online education products and services from Fuel Education.	Sole Source
2.	IS	004 TEACHING AND LEARNING COLLABORATIVE	EXTERNAL (Amendment)	Local	POWERSCHOOL HOLDINGS LLC	7/1/19-6/30/24	\$1,600,000.00	Schoology Learning Management System licenses and professional development	Amendment of C1900007 originally approved on 4/10/2019. Revision adds \$300,000 to the existing contract to account for extra users. New contract total will be \$1,600,000.	Sole Source
3.	IS	007 STUDENT SERVICES	EXTERNAL	Federal	IMAGINE LEARNING LLC	9/1/23-8/31/24	Not to exceed \$24,000.00	Imagine Language and Literacy Reusable License	To provide 200 K-12 licenses for the Title III English Learner Development Consortium at a price of \$120 per license for a total of \$24,000. The terms of this agreement are 9/1/2023-8/31/2024.	Sole Source
4.	TS	013 OPERATIONS AND INFRASTRUCTURE	EXTERNAL (Amendment)	Local	BLOCK COMMUNICATIONS INC	7/1/19-6/30/25	\$68,443.37	Local and long-distance telephone services	Amendment of C1900008 originally approved 4/1/2019 and amended on 6/19/2019, 8/14/2019, 10/13/2021, 8/10/2022, and amended for a non-monetary change 11/1/2020. This amendment adds an additional 1,000 telephone numbers to provide telephone services to Lebanon buildings and Lebanon-based staff. The contract will increase by \$6,000 for a new contract total of \$68,443.37.	RFP# 189-015
5.	TS	013 OPERATIONS AND INFRASTRUCTURE	EXTERNAL (Amendment)	Local	INTELIQUENT INC (SINCH)	7/1/22-6/30/24	\$11,800.00	E911 landline services	Amendment of original contract C2233014 which did not require board approval. This revision extends our service agreement one year to allow continued E911 Emergency Services access for landline telephones and adds an additional \$6,000 to the contract for a total contract amount of \$11,800.	Quotations
6.	TS	013 OPERATIONS AND INFRASTRUCTURE	PROFESSIONAL	Local	TOM FALK PLUMBING & HEATING INC	9/12/23-12/1/23	\$18,955.14	Installation of sinks and vanity	Installation of vanity and laminate top with sink and faucet in 6 classrooms at One Cumberland.	Quotations

IS and TS Contracts

No.	Dept.	SBU/SSU	Contract Type	Source	Contractor	Term	Cost	Scope	Explanation	Procurement
7.	TS	013 OPERATIONS AND INFRASTRUCTURE	PROFESSIONAL (Amendment)	Local	TOMLINSON BOMBERGER INC	11/10/21-6/30/24	\$18,150.00	Pest Control	Amendment of C2122145 originally approved on 7/20/2021 and amended on 12/10/2021. The revision in includes the addition of Jonestown Elementary location as well as increases the total contract by \$1,200 for a new contract total of \$18,150. Pest control services will continue to be provided at CSW, Fairland, Burle, STW, IDT, One Cumberland, and CEC.	COSTARS #029-007
8.	TS	016 REGIONAL TECHNOLOGY SOLUTIONS	EXTERNAL	Local	RMDS ENTERPRISES LLC	5/7/24-5/7/24	Not to exceed \$18,000.00	Tech Talk Live Dinner	The Inn at Leola Village will provide the event space, food, and staff for the Tech Talk Live dinner on 5/7/2024. The cost is covered by vendor sponsorship and attendee registration.	Quotations
9.	TS	019 FACILITIES AND LOGISTICS	EXTERNAL (Amendment)	Local	MARCO HOLDINGS LLC	10/26/21-10/25/25	\$10,506.80	Additional shredding location and bin	Amendment of contract C2122302 originally approved 9/9/2021 and amended on 10/4/2021. This revision adds an additional \$910 to the contract for a new contract total \$10,506.80 for a new location and shredding bin, Community School West, to our shredding contract. Our new bin total is 12.	Sole Source

HUMAN RESOURCES SERVICES

On a motion by Mr. Irvin and a second by Mr. Okonak, the Board approved Human Resources Services Agenda Items A-L:

- A. Contracts. (Reference Human Resources Services Exhibit A)

(Purpose: To approve contracts, marketplace contracts, and/or subrecipient agreements as presented in the accompanying Exhibit.)

- B. Personnel Actions as presented in Human Resources Services Exhibit B.

(Purpose: To approve Resignations, Retirements, Terminations, Employment, Leaves of Absence, and/or Change of Position/Status/Salary.)

- C. Approval to confirm the appointment of Sweet, Stevens, Katz & Williams for the 2023-2024 school year in accordance with their routine fees at \$170/hour for attorneys and \$130/hour for legal assistants, and non-routine fees at \$200/hour for attorneys and \$130/hour for legal assistants per proposal dated July 1, 2023, and to further appoint Karl A. Romberger, Jr., Esquire, of that firm as Hearing Officer in conjunction with an employee claim. (Reference Human Resources Services Exhibit C)

- D. Approval of the Memorandum of Understanding between the Lancaster-Lebanon Intermediate Unit 13 and the Lancaster-Lebanon Intermediate Unit 13 Education Association (EA) that all actively employed professional employees in positions at School-Age Autistic Support/Emotional Support and the Integrated Emotional Support programs at the Central Education Center are eligible for a \$2,500 attraction and retention stipend, per semester, per the terms and conditions of the stipend effective July 1, 2023, through June 30, 2024. (Reference Human Resources Services Exhibit D)

- E. Approval of the Memorandum of Understanding between the Lancaster-Lebanon Intermediate Unit 13 and the Lancaster-Lebanon Intermediate Unit 13 Education Support Professionals Association (ESPA) to create two new roles: Job Trainer Mentor and Job Trainer Mentee. (Reference Human Resources Services Exhibit E)

- F. Approval of the Memorandum of Understanding between the Lancaster-Lebanon Intermediate Unit 13 and the Lancaster-Lebanon Intermediate Unit 13 Education Support Professionals Association (ESPA) that all actively employed ESPA eligible support professional employees in positions at Community School(s), as well as the School-Age Autistic Support/Emotional Support program at the Central Education Center and the Integrated Emotional Support programs at the Central Education Center. are eligible for up to a \$3,000 attraction and retention stipend effective July 1, 2023, through June 30, 2024. (Reference Human Resources Services Exhibit F)

- G. Approval of the Memorandum of Understanding between the Lancaster-Lebanon Intermediate Unit 13 and the Lancaster-Lebanon Intermediate Unit 13 Education Support Professionals Association (ESPA) that all ESPA eligible support professionals hired on and after July 1, 2021, who severed their employment with a Commonwealth public school entity shall be entitled to all accumulated, unused sick leave not exceeding a maximum of twenty-five (25) working days

acquired during their employment in the Commonwealth public school entity. (Reference Human Resources Services Exhibit G)

- H. Approval of the Memorandum of Understanding between the Lancaster-Lebanon Intermediate Unit 13 and the Lancaster-Lebanon Intermediate Unit 13 Education Support Professionals Association (ESPA) to acknowledge the need for the Board to contract directly with temporary agencies to fill vacant instructional support positions, particularly personal care assistants as required by students' individual education plans, until such time that the IU13 Board directly hires staff for vacant instructional support positions. (Reference Human Resources Services Exhibit H)
- I. Approval of the Memorandum of Understanding between the Lancaster-Lebanon Intermediate Unit 13 and the Lancaster-Lebanon Intermediate Unit 13 Education Association (EA) that all actively employed professional employees in positions at the Community School(s) Professional positions, are eligible for a \$2,500 attraction and retention stipend, per semester, per the terms and conditions of the stipend effective July 1, 2023, through June 30, 2024. (Reference Human Resources Services Exhibit I)
- J. The following IU13 Professional staff have attained tenure:

Faren Fratini	9/14/2023
Courtney Menges	9/14/2023

- K. The following staff will be completing 2023-2024 student teaching and internships through local Lancaster and Lebanon high schools and universities pending satisfactory review of clearances as required by his/her institution:

Ashley Borsuck	SLP Intern	Lebanon Valley College
Angela Debolt	OT Intern	Elizabethtown College
Chloe Hain	EI Speech/Language	Misericordia University
Brooke Ludwig	Social Work	Penn West University
Arlyn Miller	Speech/Language	Emerson College
Jody Scott	Student Teacher	Lancaster Bible College
Emma Shreiner	OT Intern	Elizabethtown College

- L. Personnel Actions as presented in Human Resources Services Exhibit J.

(Purpose: To approve Resignations, Retirements, Terminations, Employment, Leaves of Absence, and/or Change of Position/Status/Salary.)

Motion Carried: Yes-18, No-0, Absent-4

HRS Contracts

No.	Dept.	SBU/SSU	Contract Type	Source	Contractor	Term	Cost	Scope	Explanation	Procurement
1.	HRS	001 ADMIN AND MGMT SERVICES	EXTERNAL	Local	FRONTLINE TECHNOLOGIES GROUP LLC	7/1/23-6/30/24	\$429,789.35	Provide product subscriptions	IU13 will purchase Frontline Technology product subscriptions on behalf of local school districts based on district request, as well as purchase product subscriptions for IU13 usage. School districts will then pay IU13 for these products.	Sole Source
2.	HRS	001 ADMIN AND MGMT SERVICES	PROFESSIONAL	Local	SWEET STEVENS KATZ & WILLIAMS LLP	7/1/23-6/30/24	\$20,000.00	Legal services for employee claim	Provide appointment of the legal firm and further appoint Karl A. Romberger, Jr., Esquire, of the firm as Hearing Officer in conjunction with an IU13 employee claim.	Sole Source
3.	HRS	018 INT SVC FUNDS-EMP BEN	PROFESSIONAL	Local	MID ATLANTIC BUILDING ASSOC INC	9/1/23-8/31/24	\$28,600.00	Cleaning of all CareATC medical facilities	Provide daily cleaning on days of operations for all CareATC facilities following the guidelines found in Section 1 of Guidelines for Environmental Infection Control in Healthcare Facilities (Recommendations of CDC and Healthcare Infection Control Practices Advisory Committee (HICPAC)). Work will be completed during business hours after the centers have closed, and vendor will provide all cleaning materials to complete the job.	Quotations
4.	HRS	018 INT SVC FUNDS-EMP BEN	EXTERNAL	Local	TRAVELERS INDEMNITY COMPANY, THE (TRAVELERS CASUALTY AND SURETY COMPANY OF AMERICA)	10/8/22-10/8/25	\$17,456.00	Fiduciary Liability insurance policy	The Fiduciary Liability insurance policy is to provide coverage to Lancaster-Lebanon Intermediate Unit 13 in the event of claims of mismanagement and the legal liability related to serving as a fiduciary.	Sole Source
5.	HRS	018 INT SVC FUNDS-EMP BEN	PROFESSIONAL (Amendment)	Local	TX:TEAM REHAB INC	11/1/20-9/30/24	Not to exceed \$186,000.00 Annually	Physical therapy services	Amendment to C2341209 originally approved 12/9/2020 and amended on 3/8/2023. This revision will provide an additional year of service for IU13 staff and eligible dependents for an annual contract total of \$186,000.00.	Quotations
6.	HRS	019 FACILITIES AND LOGISTICS	EXTERNAL	Local	ARTHUR J GALLAGHER RISK MANAGEMENT SERVICES INC (CFC UNDERWRITING LIMITED)	7/1/23-7/1/24	\$161,170.00	Cyber Liability insurance policy	The Cyber Liability insurance policy provides coverage to Lancaster-Lebanon Intermediate Unit 13 against financial loss resulting from a range of cyber threats and exposures, including cybercrime, data breaches, and system interruption.	Sole Source

HUMAN RESOURCES SERVICES AGENDA
PERSONNEL ITEMS: RESIGNATION

#	First Name	Last Name	Position	Program	Dept.	Effective Date	Reason
1	CHRISTINA	ALAGONA-MCKINNEY	BEHAVIOR SUPPORT ASSISTANT	EMOTIONAL SUPPORT	ECSES	08/21/2023	Personal reasons
2	DANA	ALBRIGHT	TEACHER OF SPECIAL ED	AUTISTIC SUPPORT	ECSES	10/06/2023	Accepted alternate employment
3	SHARON	BLUMBERGS	SUB DAILY PROFESSIONAL		HRS	08/16/2023	Personal reasons
4	TAMMY	BOHN	JOB TRAINER	JOB TRAINING SERVICES	ECSES	08/18/2023	Accepted alternate employment
5	NICOLE	BRADY	PARAEDUCATOR 1:1	AUTISTIC SUPPORT	ECSES	08/23/2023	Personal reasons
6	JASON	CARBAUGH	PARAEDUCATOR	AUTISTIC SUPPORT	ECSES	08/16/2023	Personal reasons
7	HERVE	DORSAINVIL	PARAEDUCATOR	EMOTIONAL SUPPORT	ECSES	06/08/2023	Accepted alternate employment
8	CARMEN	FERRER	PARAEDUCATOR 1:1	EMOTIONAL SUPPORT	ECSES	06/07/2023	Accepted alternate employment
9	NICOLE	FORD	PARAEDUCATOR	EMOTIONAL SUPPORT	ECSES	06/08/2023	Personal reasons
10	RACHEL	JOCKERS	SUB DAILY PROFESSIONAL & PARA		HRS	08/22/2023	Personal reasons
11	KARI	KURTZ	TEACHER OF SPECIAL ED	AUTISTIC SUPPORT	ECSES	10/11/2023	Accepted alternate employment
12	ERIK	MAKAUSKAS	RBT PARAEDUCATOR	AUTISTIC SUPPORT	ECSES	06/08/2023	Personal reasons
13	ASHLEY	MAZZA	PARAEDUCATOR	EMOTIONAL SUPPORT	ECSES	06/08/2023	Personal reasons
14	CARRIE	MCGOUGH	TEACHER OF SPECIAL ED	AUTISTIC SUPPORT	ECSES	10/11/2023	Accepted alternate employment
15	HEATHER	MENTZER	BEHAVIOR SUPPORT ASSISTANT	EMOTIONAL SUPPORT	ECSES	06/08/2023	Personal reasons
16	LAURA	MILLER	PARAEDUCATOR 1:1	EMOTIONAL SUPPORT	ECSES	09/08/2023	Personal reasons
17	JOSE	NUNEZ RUIZ	PART-TIME PARAEDUCATOR	EMOTIONAL SUPPORT	ECSES	06/01/2023	Accepted alternate employment
18	DARIANA	ORTIZ RUIZ	PARAEDUCATOR 1:1	AUTISTIC SUPPORT	ECSES	06/08/2023	Personal reasons
19	GAIL	ROSSBAUER-SUTTON	SUB- PDE CERTIFICATED RETIREE		HRS	08/16/2023	Personal reasons
20	SADIE	SMITH	PARAEDUCATOR	EARLY INTERVENTION	ECSES	08/18/2023	Relocation
21	LORI	WILLIAMS	SUB DAILY PARAPROFESSIONAL		HRS	08/24/2023	Personal reasons
22	SARAH	YUDT	PART-TIME PARAEDUCATOR	EARLY INTERVENTION	ECSES	08/30/2023	Personal reasons
23	SHARON	ZAMRIN	SUB DAILY PROFESSIONAL		HRS	08/29/2023	Personal reasons

HUMAN RESOURCES SERVICES AGENDA
PERSONNEL ITEMS: TERMINATION

#	First Name	Last Name	Position	Program	Dept.	Effective Date	Reason
1	SYDNEY	BAUER	SUB DAILY PARAPROFESSIONAL		HRS	06/21/2023	Did not meet minimum subbing requirements
2	MORGAN	BONNER	SUB DAILY PARAPROFESSIONAL		HRS	06/21/2023	Did not meet minimum subbing requirements
3	MADELEN	BRUNNER	SUB DAILY PARAPROFESSIONAL		HRS	06/21/2023	Did not meet minimum subbing requirements
4	TARA	BUSSER	SUB DAILY PARAPROFESSIONAL		HRS	06/21/2023	Did not meet minimum subbing requirements
5	AMANDA	CARROLL	SUB DAILY PARAPROFESSIONAL		HRS	06/21/2023	Did not meet minimum subbing requirements
6	JULIE	CASSEL	SUB DAILY PARAPROFESSIONAL		HRS	06/21/2023	Did not meet minimum subbing requirements
7	CASSIE	CONLIN	SUB DAILY PARAPROFESSIONAL		HRS	06/21/2023	Did not meet minimum subbing requirements
8	MARYELLEN	CORRADO	SUB DAILY PARAPROFESSIONAL		HRS	06/21/2023	Did not meet minimum subbing requirements
9	RIELY	DELERNA HUAMAN	SUB DAILY PARAPROFESSIONAL		HRS	06/21/2023	Did not meet minimum subbing requirements
10	ROBIN	DORF	SUB DAILY PARAPROFESSIONAL		HRS	06/21/2023	Did not meet minimum subbing requirements
11	ALISON	DOSH	SUB DAILY PROFESSIONAL		HRS	06/21/2023	Did not meet minimum subbing requirements
12	NINA	EVANS	SUB DAILY PARAPROFESSIONAL		HRS	06/21/2023	Did not meet minimum subbing requirements
13	ANGELA	FAUST	SUB DAILY PARAPROFESSIONAL		HRS	06/21/2023	Did not meet minimum subbing requirements
14	BRYN	FOX-REICH	SUB DAILY PARAPROFESSIONAL		HRS	06/21/2023	Did not meet minimum subbing requirements
15	TESSA	GOLGOWSKI	SUB DAILY PROFESSIONAL		HRS	06/21/2023	Did not meet minimum subbing requirements
16	BIELKYS	GONZALEZ LIRIANO	SUB DAILY PARAPROFESSIONAL		HRS	06/21/2023	Did not meet minimum subbing requirements
17	PEYTON	HEBB	SUB DAILY PARAPROFESSIONAL		HRS	06/21/2023	Did not meet minimum subbing requirements
18	REBECCA	JUDITH	SUB DAILY PARAPROFESSIONAL		HRS	06/21/2023	Did not meet minimum subbing requirements
19	JULIA	KEISER	SUB DAILY PARAPROFESSIONAL		HRS	06/21/2023	Did not meet minimum subbing requirements
20	LINDA	KINCADE	SUB DAILY PARAPROFESSIONAL		HRS	06/21/2023	Did not meet minimum subbing requirements
21	TINA	KIRSTEN	SUB DAILY HEALTH CARE ASSISTANT		HRS	06/21/2023	Did not meet minimum subbing requirements
22	CARRIE	KRAFT	SUB DAILY PARAPROFESSIONAL		HRS	06/21/2023	Did not meet minimum subbing requirements
23	KATHRYN	LEID	SUB DAILY PARAPROFESSIONAL		HRS	06/21/2023	Did not meet minimum subbing requirements
24	SABRINA	LIPPEN	SUB DAILY PARAPROFESSIONAL		HRS	06/21/2023	Did not meet minimum subbing requirements
25	KATHERINE	LOPEZ	SUB DAILY PARAPROFESSIONAL		HRS	06/21/2023	Did not meet minimum subbing requirements
26	PERLA	LOPEZ	SUB DAILY PROFESSIONAL AND PARAPROFESSIONAL		HRS	06/21/2023	Did not meet minimum subbing requirements
27	COLLEEN	LUZADER	SUB DAILY PARAPROFESSIONAL		HRS	06/21/2023	Did not meet minimum subbing requirements
28	ANNA	MARTIN	SUB DAILY PARAPROFESSIONAL		HRS	06/21/2023	Did not meet minimum subbing requirements
29	BRISEIDA	MARTINAZ MEJIA	SUB DAILY PARAPROFESSIONAL		HRS	06/21/2023	Did not meet minimum subbing requirements
30	BRYAN	MCCREADY	SUB DAILY PARAPROFESSIONAL		HRS	06/21/2023	Did not meet minimum subbing requirements
31	JOHN	MOORE	SUB DAILY PARAPROFESSIONAL		HRS	06/21/2023	Did not meet minimum subbing requirements
32	HOLLY	MURDOCK	SUB DAILY PARAPROFESSIONAL		HRS	06/21/2023	Did not meet minimum subbing requirements
33	ESTHER	NAM	SUB DAILY PARAPROFESSIONAL		HRS	06/21/2023	Did not meet minimum subbing requirements
34	HUNTER	NESS	SUB DAILY PARAPROFESSIONAL		HRS	06/21/2023	Did not meet minimum subbing requirements

HUMAN RESOURCES SERVICES AGENDA

PERSONNEL ITEMS: TERMINATION

#	First Name	Last Name	Position	Program	Dept.	Effective Date	Reason
35	REBECCA	RUGGLES	SUB DAILY PARAPROFESSIONAL		HRS	06/21/2023	Did not meet minimum subbing requirements
36	MAILYN	TORRES	SUB DAILY PARAPROFESSIONAL		HRS	06/21/2023	Did not meet minimum subbing requirements
37	KIARA	VASQUEZ	SUB DAILY PARAPROFESSIONAL		HRS	06/21/2023	Did not meet minimum subbing requirements
38	MADISON	VAUGHEN	SUB DAILY PARAPROFESSIONAL		HRS	06/21/2023	Did not meet minimum subbing requirements
39	MADISON	WENIG	SUB DAILY PARAPROFESSIONAL		HRS	06/21/2023	Did not meet minimum subbing requirements

HUMAN RESOURCES SERVICES AGENDA
PERSONNEL ITEMS: RETIREMENT

#	First Name	Last Name	Position	Program	Dept.	Effective Date
1	DIANE	JOHNSON	TEACHER OF SPEC ED	SCHOOL TO WORK	ECSES	01/19/2024

EARLY RETIREMENT:

#	First Name	Last Name	Position	Program	Dept.	Effective Date
2	GERALDINE	PICKEL	PARAEDUCATOR	MULTIPLE DISABILITIES SUPPORT	ECSES	09/15/2023

HUMAN RESOURCES SERVICES AGENDA
PERSONNEL ITEMS: EMPLOYMENT

#	First Name	Last Name	Position	Program	Dept.	Effective Date	Salary	Step	Days of Service	Reason
1	FELICIA	ABRAMS	HEALTH CARE ASSISTANT	MULTIPLE DISABILITIES SUPPORT	ECSES	08/28/2023	\$26.42 /hour	03	205	Filling Vacancy
2	BENJAMIN	ARMSTRONG	PARAEDUCATOR 1:1	CNTR BASED EMOTIONAL SUPPORT	ECSES	09/11/2023	\$17.36 /hour	01	185	Requested by Pequea Valley SD
3	RACHEL	BIXLER	CONSULTANT II		PATTAN	10/09/2023	\$98,000.00		260	New - Program Need
4	LAWRENCE	BOPP	TEACHER OF SPECIAL EDUCATION	AUTISTIC SUPPORT	ECSES	08/29/2023	\$61.89 /hour	M+15/11		Secondary assignment for additional time per day per district supplemental contract request
5	KELLY	BRAZZO	SUB SEC ASGN PROFESSIONAL		HRS	09/11/2023	\$400.53 /day			Employee Request
6	ETHAN	BROWN	COMMUNITY ED INSTRUCTOR	COMMUNITY EDUCATION	IS	08/14/2023	\$21.29 /hour		260	New - Program Need
7	BRADLEY	BUCHER	HOME VISITR/FAMILY SER WORKER	EARLY HEAD START	ECSES	09/05/2023	\$27.26 /hour		260	Filling Vacancy
8	HOLLY	FAHNESTOCK	SUB DAILY PARAPROFESSIONAL		HRS	09/18/2023	\$115.00 /day			New - Program Need
9	INGRID	FARRELL	SHORT TERM SUB TEACHER OF SPEECH		ECSES	08/14/2023	\$393.19 /day	M+60/01	190	Filling Vacancy
10	BRENDA	FEENEY-OTT	SUB DAILY PARAPROFESSIONAL		HRS	07/05/2023	\$ 115.00 /day			New - program need
11	CARRIE	HEINSEY	SOCIAL WORKER	ITINERANT LEARNING SUPPORT	ECSES	10/23/2023	\$75,405.00	M+15/06	190	Filling Vacancy
12	ASHLEY	HUFFORD	PARAEDUCATOR 1:1	CNTR BASED EMOTIONAL SUPPORT	ECSES	08/14/2023	\$17.36 /hour	01	185	Requested by ELCO SD
13	JULIE-ANNA	JOHNSON	PARAEDUCATOR 1:1	EMOTIONAL SUPPORT	ECSES	09/11/2023	\$17.36 /hour	01	185	Requested by Eastern Lancaster County SD
14	BETH	KENDRICK	PARAEDUCATOR	AUTISTIC SUPPORT	ECSES	08/29/2023	\$22.53 /hour	14		Secondary assignment for additional time per day per district supplemental contract request
15	STEVEN	LANTZ	PSYCHOLOGIST	SENSORY IMPAIRED	ECSES	09/18/2023	\$83,621.00	M+60/05	198	Filling Vacancy
16	JUDITH	LIBHART	PARAEDUCATOR 1:1	EMOTIONAL SUPPORT	ECSES	08/15/2023	\$17.74 /hour	02		Requested by Conestoga Valley SD
17	EMILY	MARKS	COMM ED ADJUNCT INSTRUCTOR	COMMUNITY EDUCATION	IS	08/28/2023	\$21.29 /hour		259	New - Program Need
18	MARSHA	MCCULLEY	PARAEDUCATOR 1:1	MULTIPLE DISABILITIES SUPPORT	ECSES	08/15/2023	\$21.78 /hour	12	185	Requested by Penn Manor SD
19	SANDRA	MORRIS	SUB DAILY PROFESSIONAL and PARA		HRS	08/28/2023	\$135.00 /day			New - Program Need
20	MEGAN	PATTERSON	PARAEDUCATOR	AUTISTIC SUPPORT	ECSES	09/05/2023	\$17.36 /hour	01	185	Filling Vacancy
21	DANIELLE	ROSS	PART-TIME PARAEDUCATOR	EARLY INTERVENTION	ECSES	08/21/2023	\$17.36 /hour	01	185	Filling Vacancy
22	DANIELLE	ROSS	SUB SEC ASGN PARAPROFESSIONAL		HRS	09/05/2023	\$130.20 /day			Secondary Assignment
23	VANESSA	TORRES	SUB SEC ASGN PARAPROFESSIONAL		HRS	06/26/2023	\$161.18 /day			Secondary Assignment
24	MEAGAN	WARFEL	TEACHER OF SPECIAL EDUCATION	EMOTIONAL SUPPORT	ECSES	09/05/2023	\$71,491.00	B+15/07	190	Filling Vacancy
25	SANDRA	WHITE	TEACHER OF SPECIAL EDUCATION	EMOTIONAL SUPPORT	ECSES	08/07/2023	\$82,561.00	B+15/15	190	Filling Vacancy

HUMAN RESOURCES SERVICES AGENDA
PERSONNEL ITEMS: CHANGE OF POSITION, STATUS, OR SALARY

CHANGE OF POSITION:

#	First Name	Last Name	FROM - Position	Program	Dept.	TO - Position	Program	Dept.	Effective Date	Salary	Step	Days of Service	Reason
1	ABIGAIL	EDWARDS	PARAEDUCATOR 1:1	CNTR BASED EMOTIONAL SUPPORT	ECSES	PARAEDUCATOR	CNTR BASED EMOTIONAL SUPPORT	ECSES	08/15/2023	\$18.87 /hour		05 185	Filling Vacancy
2	ANGELA	GORNISH	SUB- PDE CERTIFICATED RETIREE		HRS	SUB SHORT TERM- PSYCH	CNTR BASED EMOTIONAL SUPPORT	ECSES	08/28/2023	\$371.37 /day	M+30/01	198	Filling Vacancy
3	TRACY	GREER	DAILY SUBSTITUTE		HRS	PART-TIME SIGNING PARAEDUCATOR	SENSORY IMPAIRED	ECSES	09/13/2023	\$17.74 /hour		02 185	Filling Vacancy
4	JESSICA	HARTMAN	PARAEDUCATOR	EMOTIONAL SUPPORT	ECSES	SUB DAILY PARAPROFESSIONAL		HRS	08/08/2023	\$115.00 /day			Employee Request
5	EMILY	HELM	PART-TIME TEACHER OF SPEECH CORRECTION	SCHOOL AGE RELATED SERVICES	ECSES	SUB DAILY PROFESSIONAL and PARA		HRS	06/01/2023	\$135.00 /day			New - Program Need
6	SUZANNE	KOPP	PART-TIME PROGRAM ASSISTANT		IS	PROGRAM ASSISTANT		IS	08/14/2023	\$21.70 /hour		260	Correction to job title approved at August Board
7	LESLIE	KRUEL	PROGRAM ASSISTANT	HEAD START	ECSES	ADMINISTRATIVE ASSISTANT		BS	09/18/2023	\$56,033.00		260	Filling Vacancy
8	NICOLE	LEWIS	PARAEDUCATOR 1:1	EMOTIONAL SUPPORT	ECSES	SUB DAILY PARAPROFESSIONAL		HRS	04/27/2023	\$115.00 /day			Involuntary move to the Sub list per Leaves Team
9	ARIELYS	ORTIZ	SUB DAILY PARAPROFESSIONAL		HRS	PARAEDUCATOR 1:1	EMOTIONAL SUPPORT	ECSES	09/05/2023	\$17.36 /hour	01	185	Requested by Cornwall-Lebanon SD
10	ERICA	PETERSON	TEACHER OF SPECIAL EDUCATION	CNTR BASED EMOTIONAL SUPPORT	ECSES	SEC SPECIAL EDUCATION	CNTR BASED EMOTIONAL SUPPORT	ECSES	08/14/2023	\$84,816.00	M+45/07	195	Filling Vacancy
11	EMMA	PHILLIPS	PROGRAM ASSISTANT		EDO	DIGITAL COMM & PUBLICATION COORD		EDO	09/18/2023	\$56,178.00		260	Filling Vacancy
12	INGRID	ROSARIO GARCIA	PARAEDUCATOR	EMOTIONAL SUPPORT	ECSES	SUB DAILY PARAPROFESSIONAL		HRS	08/03/2023	\$115.00 /day			Employee Request
13	MARLENE	SAUNDERS	PARAEDUCATOR 1:1	EARLY INTERVENTION	ECSES	SUB DAILY PARAPROFESSIONAL		HRS	08/24/2023	\$ 115.00 /day		190	Employee Request
14	BRITTANY	STAMBAUGH	PART-TIME PARAEDUCATOR 1:1	EMOTIONAL SUPPORT	ECSES	PARAEDUCATOR	CNTR BASED EMOTIONAL SUPPORT	ECSES	08/15/2023	\$17.74 /hour	02	220	Filling Vacancy
15	BETH	STOLTZFUS	PARAEDUCATOR	EARLY INTERVENTION	ECSES	PART-TIME PARAEDUCATOR	EARLY INTERVENTION	ECSES	09/18/2023	\$22.91 /hour	15		Filling Vacancy
16	TAYLOR	WARD	COMMUNITY ED ADJUNCT ADVISOR	COMMUNITY EDUCATION	IS	SUB DAILY PARAPROFESSIONAL		HRS	08/25/2023	\$115.00 /day			Employee Request
17	STEPHANIE	ZEAGER	PROGRAM ASSISTANT		ECSES	TECH SUPPORT and TRAINING		TS	08/07/2023	\$23.86 /hour		260	Filling Vacancy

CHANGE OF STATUS OR SALARY:

#	First Name	Last Name	FROM - Position	Program	Dept.	TO - Position	Program	Dept.	Effective Date	Salary	Step	Days of Service	Reason
18	CHRISTINA	ALAGONA-MCKINNEY	BEHAVIOR SUPPORT ASSISTANT	EMOTIONAL SUPPORT	ECSES			ECSES	08/16/2023	\$ 23.07 /hour	01	185	Update to start date approved at August Board
19	KRISTEN	LOOSE	PARAEDUCATOR	EARLY INTERVENTION	ECSES				09/1/2023	\$ 61,591.00	B/01	190	Change in effective date approved at August Board
20	HEATHER	NAUMAN	PARAEDUCATOR 1:1	AUTISTIC SUPPORT	ECSES			ECSES	08/14/2023	\$ 17.74 /hour	02	185	Change in daily hours from 7.5 to 6 hours per day per District request
21	MATTHEW	STEM	EXECUTIVE DIRECTOR		EDO			EDO	07/03/2023	\$ 196,100.00		260	Salary increase based on performance evaluation approved by the Board

HUMAN RESOURCES SERVICES AGENDA
PERSONNEL ITEMS: LEAVE OF ABSENCE

#	First Name	Last Name	Position	Program	Dept.	Effective Date	Reason
1	00013047				SES, SPECIAL EDUC SERVICES	08/15/2023	PSERS Special Sick Leave continues; requesting an unpaid, non-FMLA leave of absence for an additional 8 calendar days
2	00008021				SES, SPECIAL EDUC SERVICES	09/21/2023	Requesting unpaid, non-FMLA leave of absence for 11 calendar days

HUMAN RESOURCES SERVICES ADDENDUM
PERSONNEL ITEMS: EMPLOYMENT

#	First Name	Last Name	Positon	Program	Dept.	Effective Date	Salary	Step	Days of Service	Reason
1	ANIKKA	BOYER	PART-TIME TEACHER OF SPEECH CORRECTION	RELATED SERVICES	ECSES	09/05/2023	\$ 36,666.00	M/06	95	Filling vacancy
2	PAULA	BROWN	SHORT-TERM SUB PROGRAM ASSISTANT		ECSES	09/18/2023	\$ 20.51 /hour		89	Filling vacancy
3	PATTI	JOHNS	PROGRAM ASSISTANT		ECSES	09/25/2023	\$ 20.90 /hour		260	Filling vacancy
4	KATHERINE	SYWENSKY	HS/EC INSTRUCTOR	HEAD START	ECSES	09/11/2023	\$ 31.20 /hour		198	Filling vacancy

PRIOR BUSINESS

None.

NEW BUSINESS

None.

Dr. Fullerton left the meeting. (7:41 PM)

LEGISLATIVE UPDATE

Mr. Stem provided a legislative update including a budget and funding update, and information regarding the Basic Education Funding Commission. Discussion ensued.

EXECUTIVE DIRECTOR'S REPORT

Mr. Stem provided an Executive Director's Report, including comments on:

- Teacher Appreciation Night at the Lancaster Barnstormers
- Opening Week 2023
- 2023 Health, Physical Education, and Wellness Conference
- 2023 IU13 Community Yard Sale benefitting the IU13 Social Work Fund
- Lebanon School-to-Work Program Open House and partnership with Lebanon Valley College

Mr. Stem noting that the year is off to a strong start and thanked the Board for its support.

BOARD COMMENTS

Mrs. Groff commented on the connection between the election primary date and budgeting.

Mrs. Rivera noted that the Conflict of Interest policy and form was provided to Board members.

PUBLIC COMMENTS

None.

ADJOURNMENT

Mrs. Rivera announced that the next Board meeting will be on October 11, 2023, at The Conference and Training Center at IU13.

On a motion by Mr. Peters and a second by Mrs. Dieffenbach, the meeting was adjourned at 8:15 PM.

Motion Carried: Yes-17, No-0, Absent-5

Respectfully submitted,

Gina Brillhart
Board Secretary