

**MINUTES
BOARD OF DIRECTORS
LANCASTER-LEBANON INTERMEDIATE UNIT 13
OCTOBER 11, 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 7:34 PM by Dr. Joseph Fullerton, President.

A moment of silence was observed in memory of Dr. Arthur Abrom, Superintendent, Lebanon School District.

PLEDGE OF ALLEGIANCE

ROLL CALL

Board Members Present:

Dr. Kathleen Blouch, Annville-Cleona
Brett Buckwalter, Cocalico
Maryann Cini, Palmyra Area
Susan Dieffenbach, Cornwall-Lebanon
Michael Fisher, Pequea Valley
Dr. Joseph Fullerton, Penn Manor
Idette Groff, Conestoga Valley
Melissa Herr, Lampeter-Strasburg
Paul Irvin, Eastern Lancaster County
Ronald Melleby, Donegal
Staci Murray, Northern 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
Craig Chubb, Solanco
Dr. Edith Gallagher, Lancaster
Charles Merris, Jr., Hempfield
Robert Okonak, 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
Sherry Zubeck, Director, Early Childhood and Special Education Services
Dr. Peggy Anastasio, Program Director, Early Childhood and Special Education Services
Ariel Benites, Human Resources Services
Dr. Kelly Galbraith, Program Director, Instructional Services
Shannan Guthrie, Program Director, Executive Director's Office
Noel Johns, Program Director, Human Resources Services
Laura Lent, Associate Program Director, Early Childhood and Special Education Services
Dr. Kristen Lewald, Project Director, Executive Director's Office
Patricia Pontz, Associate Program Director, Business Services
Joshua Reuling, Technology Services
Dr. Lynette Waller, Program Director, Executive Director's Office

CORRECTIONS/ADDENDA

Mr. Irvin announced that Human Resources Services has Addendum Items F and G.

APPROVAL OF TONIGHT'S AGENDA

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

Motion Carried: Yes-16, No-0, Absent-6

PUBLIC COMMENTS SPECIFIC TO THE AGENDA

None.

APPROVAL OF SEPTEMBER 13, 2023 BOARD MINUTES

On a motion by Mr. Melleby and a second by Mrs. Rivera, the minutes of the September 13, 2023 Board meeting were approved as presented.

Motion Carried: Yes-16, No-0, Absent-6

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 August 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 \$10,777,329.64

Motion Carried: Yes-16, No-0, Absent-6

BOARD REPORTS

Mrs. Groff provided a PSBA report.

CORRESPONDENCE

None.

BUSINESS SERVICES

Mr. Ondrusek noted that the committee discussed staffing shortages.

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-16, No-0, Absent-6

Business, EDO, and PaTTAN Contracts

No.	Dept.	SBU/SSU	Contract Type	Source	Contractor	Term	Cost	Scope	Explanation	Procurement
1.	Business (EDO)	015 STATEWIDE INITIATIVES	EXTERNAL	State	SAS INSTITUTE INC	9/1/23-6/28/24	\$18,750.00	Reporting, consulting, and presentations	To provide consulting, presentations, and resources for statewide Pennsylvania Value-Added Assessment System (PVAAS) Initiative/Pennsylvania Department of Education.	Sole Source
2.	Business (PaTTAN)	015 STATEWIDE INITIATIVES	EXTERNAL (Amendment)	Federal	MARCO HOLDINGS LLC	7/1/23-6/30/28	Not to exceed \$67,323.00	Printer services agreement	Amendment of contract C234-4008 originally approved June 28, 2023. This revision increases the contract by \$26,778 for a new contract total of \$67,323. This extra amount covers the maintenance agreement for the equipment under lease.	Sole Source
3.	Business (PaTTAN)	015 STATEWIDE INITIATIVES	PROFESSIONAL	Federal	VILLANOVA UNIVERSITY	10/15/23-10/14/26	Not to exceed \$374,993.00	Three-year evaluation of disability inclusion curriculum	To provide an evaluation study of the disability inclusion curriculum, and to deliver such reports as necessary to demonstrate the progress and success of the program.	RFP# 223-030
4.	Business (PaTTAN)	015 STATEWIDE INITIATIVES	PROFESSIONAL	State	WELSH, ROBERT C	9/1/23-6/30/24	Not to exceed \$51,000.00	Professional development	To provide creative and professional development services to schools and instructional personnel, continuing a program started in 2021. This contract provides for additional creative efforts as well as professional development for instructional staff and training materials, and assistance in project launch in a new area of the state.	Sole Source

Board Month: OCTOBER

Count: 1

BUSINESS SERVICES

Business, EDO, and PaTTAN Contracts
Subrecipient Contracts

No.	Dept.	SBU/SSU	Source	Subrecipient	Term	Cost	Scope	Explanation
1.	Business (PaTTAN)	015 STATEWIDE INITIATIVES	Federal	CANTON AREA SCHOOL DISTRICT	7/1/23-6/30/24	Not to exceed \$25,000.00	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.

EARLY CHILDHOOD AND SPECIAL EDUCATION SERVICES

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

- 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. Acknowledgement of a supine stander donated to Lancaster-Lebanon IU13's Occupational and Physical Therapy programs by Stephanie Mackel.
- C. Acknowledgement of an EasyStand Bantam Sit to Stand Stander donated to Lancaster-Lebanon IU13's Occupational and Physical Therapy programs by Troy & Alicia Vroman.
- D. Acknowledgement of a posterior walker donated to Lancaster-Lebanon IU13's Occupational and Physical Therapy programs by Dorian & Alexandra Rhodes.

Motion Carried: Yes-16, No-0, Absent-6

Mrs. Groff noted that the committee discussed donations, results of the Social Worker Yard Sale, and an upcoming Open House at Lebanon Valley College for IU13 programming there.

Board Month: **OCTOBER**

Count: **1**

EARLY CHILDHOOD AND SPECIAL EDUCATION SERVICES

ECSES Contracts

Subrecipient Contracts

No.	Dept.	SBU/SSU	Source	Subrecipient	Term	Cost	Scope	Explanation
1.	ECSES	005 EARLY LEARNERS	State	LEBANON SCHOOL DISTRICT	7/1/23-6/30/24	Not to exceed \$322,000.00	Head Start Supplemental Assistance Program (HSSAP) Partnership	To work in a collaborative manner to provide Lebanon City children with the early learning skills and support they need to succeed when they enter Kindergarten.

INSTRUCTIONAL SERVICES/TECHNOLOGY SERVICES

On a motion by Mr. Buckwalter and a second by Mr. Melleby, the Board approved Instructional Services/Technology Services Consent Agenda Item A:

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.)

Motion Carried: Yes-16, No-0, Absent-6

IS and TS Contracts

No.	Dept.	SBU/SSU	Contract Type	Source	Contractor	Term	Cost	Scope	Explanation	Procurement
1.	IS	004 TEACHING AND LEARNING COLLABORATIVE	PROFESSIONAL	State	ITEEA	7/1/23-6/30/24	Not to exceed \$42,975.00	Training and access to EbD curriculum	To provide Training and Curriculum Access for fiscal year 2023 for the STEP UP with EbD project.	Sole Source
2.	IS	004 TEACHING AND LEARNING COLLABORATIVE	EXTERNAL (Amendment)	Local	NOTABLE INC	7/1/23-6/30/24	Not to exceed \$70,000.00	Consortium pricing for Kami license	Amendment to C2343668 originally approved on 4/12/2023. This revision provides an additional \$30,000 for a new contract total of \$70,000 for consortium pricing for Kami Pro license and professional development to our member districts and nonpublic schools for the 2023-2024 school year.	Sole Source
3.	IS	007 STUDENT SERVICES	EXTERNAL (Amendment)	Federal	PENN MANOR SCHOOL DISTRICT	10/1/23-9/30/24	\$12,813.19	IU13 Title III consortium reimbursement	To provide Penn Manor, as part of the Title III Consortium, the amount of \$12,813.19 to be used to purchase materials that are supplemental to core ELD instruction.	Sole Source

HUMAN RESOURCES SERVICES

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

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 for Head Start, Early Head Start, and PreK Counts staff to receive a 6.0% Cost of Living Adjustment (COLA). This will be retroactive to the month each grant started in 2023 per the Office of Head Start.

(Purpose: To adjust salaries as required by the Federal Office of Head Start as part of their annual COLA Adjustment Process and in an effort to continue efforts to better align Early Childhood staff salaries to those in like positions, with like requirements, throughout the community. The Federal Head Start COLA for 2023 is 5.60% and the additional .40% will be funded through additional funds available in the Federal Head Start budget and other Early Childhood Programs, including state-funded Head Start Supplemental Assistance Program (HSSAP) and PA Pre-K Counts.)

D. Approval of the following changes/additions to the Daily Substitute pay rates/positions effective November 1, 2023:

- Increase the Daily Substitute Educational Interpreter rate to \$120 per day/\$60 per half day

E. Approval to expand the IU13 Certificated Retired Professional Daily Substitute position to include all retired Professionals to be paid at a rate of \$350 per day or \$50/hour.

F. 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.)

G. 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:

Chloe Hain	EI Speech/Language	Misericordia University
Rosemary Njoki	Nurse – Home Health	Bayada Nursing
Guillaume Seraglini	Vision Program	Salus University

Motion Carried: Yes-16, No-0, Absent-6

Mr. Irvin commented on his appreciation of Human Resources Services staff efforts in hiring and retaining employees.

Board Month: OCTOBER
Count: 1

HUMAN RESOURCES SERVICES

HRS Contracts

No.	Dept.	SBU/SSU	Contract Type	Source	Contractor	Term	Cost	Scope	Explanation	Procurement
1.	HRS	013 OPERATIONS AND INFRASTRUCTURE	PROFESSIONAL	Local	SUNBELT STAFFING	10/11/23-6/30/24	\$250,000.00	Temporary staffing services	Provide temporary staffing services as needed due to extended IU13 absences for direct services to students for an amount not to exceed \$250,000.00. Contract pending negotiations.	Quotations

HUMAN RESOURCES SERVICES AGENDA
PERSONNEL ITEMS: RESIGNATION

#	First Name	Last Name	Position	Program	Dept.	Effective Date	Reason
1	MARIA	Fontella	PART-TIME PARAEDUCATOR	AUTISTIC SUPPORT	ECSES	09/26/2023	Personal reasons
2	HANNAH	HARNER	PART-TIME PARAEDUCATOR	AUTISTIC SUPPORT	ECSES	06/08/2023	Accepted alternate employment
3	MAKANA	JENNINGS	PART-TIME PARAEDUCATOR	EARLY INTERVENTION	ECSES	09/14/2023	Accepted alternate employment
4	NICOLE	MISHOE	HS/EC INSTRUCTOR	HEAD START	ECSES	09/29/2023	Accepted alternate employment
5	KRISTEN	RITTEL	HS/EC INSTRUCTOR	HEAD START	ECSES	10/24/2023	Accepted alternate employment
6	KAREN	WALGREN	SUB DAILY PARAPROFESSIONAL		HRS	09/05/2023	Personal reasons
7	AMANDA	ZIMMERMAN	TEACHER OF SPEECH CORRECTION	EARLY INTERVENTION	ECSES	09/08/2023	Personal reasons

HUMAN RESOURCES SERVICES AGENDA
PERSONNEL ITEMS: RETIREMENT

#	First Name	Last Name	Position	Program	Dept.	Effective Date
1	MICHELLE	BEILER	INTERPRETER	SENSORY IMPAIRED	ECSES	01/12/2024

HUMAN RESOURCES SERVICES AGENDA
PERSONNEL ITEMS: EMPLOYMENT

#	First Name	Last Name	Position	Program	Dept.	Effective Date	Salary	Step	Days of Service	Reason
1	DANIELLE	ARNOLD	PARAEDUCATOR	EARLY INTERVENTION	ECSES	10/09/2023	\$17.36 /hour	01	185	Filling Vacancy
2	JORDAN	BLUM	PARAEDUCATOR 1:1	SENSORY IMPAIRED	ECSES	10/09/2023	\$17.36 /hour	01	185	Requested by Warwick SD
3	JULIANNA	BRIM	SPECIAL EDUC CONSULT BEHAVIOR	AUTISTIC SUPPORT	ECSES	10/23/2023	\$77,720.00	M+15/05	195	New - Program Need
4	STANLEY	BUCHER	SUB DAILY PARAPROFESSIONAL		HRS	09/25/2023	\$115.00 /day			New - Program Need
5	D LAMARR	BUCHTER	CUSTODIAN		TS	10/09/2023	\$19.90 /hour		260	Filling Vacancy
6	KATRINA	CONATY	BEHAVIOR SUPPORT ASSISTANT	EMOTIONAL SUPPORT	ECSES	10/09/2023	\$23.07 /hour	01	185	Filling Vacancy
7	IRISMARI	COTTO RENTAS	SUB DAILY PARAPROFESSIONAL		HRS	10/02/2023	\$115.00 /day			New - Program Need
8	KRISTIN	DEWEES	SUB DAILY PROFESSIONAL		HRS	10/02/2023	\$135.00 /day			New - Program Need
9	ANDREA	FELLIN	PART-TIME PARAEDUCATOR 1:1	EMOTIONAL SUPPORT	ECSES	10/02/2023	\$17.36 /hour	01	185	Requested by Lebanon SD
10	JANET	GARCHINSKY	TEACHER OF SPECIAL ED	EMOTIONAL SUPPORT	ECSES	10/23/2023	\$99,756.84	DOCT/14	200	Filling Vacancy
11	BRIAN	GOSHAW	PARAEDUCATOR	CNTR BASED EMOTIONAL SUPPORT	ECSES	10/02/2023	\$17.36 /hour	01	185	Filling Vacancy
12	JENNIFER	HARE	PARAEDUCATOR 1:1	EMOTIONAL SUPPORT	ECSES	10/16/2023	\$17.36 /hour	01	185	Requested by Cornwall-Lebanon SD
13	COURTNEY	HERSHEY	HS/EC INSTRUCTOR	HEAD START	ECSES	10/16/2023	\$31.20 /hour		198	Filling Vacancy
14	AIMEE	HOLLINGER	PARAEDUCATOR	AUTISTIC SUPPORT	ECSES	10/09/2023	\$17.36 /hour	01	185	Filling Vacancy
15	MADelyn	JONES	PART-TIME PARAEDUCATOR	EARLY INTERVENTION	ECSES	09/18/2023	\$17.36 /hour	01	185	Filling Vacancy
16	REBECCA	KANE	TEACHER OF SPEECH CORRECTION	SCHOOL AGE RELATED SERVICES	ECSES	11/20/2023	\$87,170.00	M/16	190	New - Program Need
17	JACQUELINE	LANZA	PARAEDUCATOR	EARLY INTERVENTION	ECSES	10/09/2023	\$17.36 /hour	01	185	Filling Vacancy
18	BRITTANY	LEESE	SUB DAILY PARAPROFESSIONAL		HRS	10/02/2023	\$115.00 /day			New - Program Need
19	SCOTT	MCFARREN	SUB DAILY PARAPROFESSIONAL		HRS	09/25/2023	\$115.00 /day			New - Program Need
20	HALEY	MORENO VASQUEZ	SUB DAILY PARAPROFESSIONAL		HRS	09/25/2023	\$115.00 /day			New - Program Need
21	MARY	OBER	SUB DAILY PARAPROFESSIONAL		HRS	09/18/2023	\$115.00 /day			New - Program Need
22	MARIA	REYES	CUSTOMER SERVICE REP	MULTIPLE PROGRAMS	EDO	09/18/2023	\$18.10 /hour		260	Filling Vacancy
23	SARA	RICHWINE	JOB TRAINER	JOB TRAINING SERVICES	ECSES	09/18/2023	\$23.47 /hour	01	185	Filling Vacancy
24	KIMBERLY	ROE	SUB DAILY PARAPROFESSIONAL		HRS	10/02/2023	\$ 115.00 /day			New - Program Need
25	MAGDA	SALEH	PART-TIME PARAEDUCATOR	AUTISTIC SUPPORT	ECSES	10/02/2023	\$17.36 /hour	01	185	Filling Vacancy
26	JODY	SCOTT	PART-TIME PARAEDUCATOR	AUTISTIC SUPPORT	ECSES	10/09/2023	\$17.36 /hour	01	185	Filling Vacancy
27	REBEKAH	SEIVERLING	PROGRAM ASSISTANT		ECSES	10/02/2023	\$20.51 /hour		260	Filling Vacancy
28	SHANA	SENENIG	SUB DAILY PARAPROFESSIONAL		HRS	09/18/2023	\$115.00 /day			New - Program Need
29	DEBORAH	SMIKLE	PARAEDUCATOR 1:1	SENSORY IMPAIRED	ECSES	10/09/2023	\$17.36 /hour	01	185	Requested by School District of Lancaster
30	TALISA	SPENCER-WRIGHT	PROGRAM ASSISTANT	NON-PUBLIC	IS	10/02/2023	\$20.51 /hour		260	Filling Vacancy
31	AMANDA	STEWART	PARAEDUCATOR 1:1	AUTISTIC SUPPORT	ECSES	09/25/2023	\$17.36 /hour	01	185	Requested by Penn Manor SD
32	DANA	TAYLOR	PARAEDUCATOR 1:1	MULTIPLE DISABILITIES SUPPORT	ECSES	10/02/2023	\$17.36 /hour	01	185	Requested by Lampeter-Strasburg SD
33	LAUREN	WALKER	EDUCATIONAL CONSULTANT II		PATTAN	11/06/2023	\$91,553.00		260	New - Program Need
34	DEBRA	WILEY	SUB DAILY PARAPROFESSIONAL		HRS	10/02/2023	\$115.00 /day			New - Program Need

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	DEBORAH	ALBRIGHT	SUB DAILY PARAPROFESSIONAL		HRS	PARAEDUCATOR 1:1	AUTISTIC SUPPORT	ECSES	09/25/2023	\$17.74 /hour	02	185	Requested by Penn Manor SD
2	KIRSTEN	BARLEY	PART-TIME PARAEDUCATOR	AUTISTIC SUPPORT	ECSES	PARAEDUCATOR 1:1	AUTISTIC SUPPORT	ECSES	09/18/2023	\$17.36 /hour	01	185	Requested by Penn Manor SD
3	KASSANDRA	BENNETT	SUB-SHORT TERM TEACHER SPEECH	SCHOOL AGE RELATED SERVICES	ECSES	TEACHER OF SPEECH CORRECTION	SCHOOL AGE RELATED SERVICES	ECSES	10/02/2023	\$66,413.00	M/01	190	Filling Vacancy
4	REBEKAH	BITTS	PARAEDUCATOR 1:1	AUTISTIC SUPPORT	ECSES	PARAEDUCATOR	AUTISTIC SUPPORT	ECSES	09/12/2023	\$17.74 /hour	02	185	Filling Vacancy
5	AMANDA	CHARLES	INTERPRETER	SENSORY IMPAIRED	ECSES	SUB DAILY ED INTERPRETER		HRS	10/24/2023	\$ 115.00 /day			Employee request
6	AMANDA	CHARLES	INTERPRETER	SENSORY IMPAIRED	ECSES	SUB DAILY PARAPROFESSIONAL		HRS	10/24/2023	\$ 115.00 /day			Employee request
7	KENISHA	COLMENERO LOPEZ	PART-TIME PARAEDUCATOR 1:1	EMOTIONAL SUPPORT	ECSES	SUB DAILY PARAPROFESSIONAL		HRS	09/25/2023	\$115.00 /day			Employee Request
8	STACY	GREINER	PARAEDUCATOR FLOATER	EARLY INTERVENTION	ECSES	PARAEDUCATOR	EARLY INTERVENTION	ECSES	09/25/2023	\$17.74 /hour	02	185	Filling Vacancy
9	SUMBAL	KHAN	PART-TIME PARAEDUCATOR	EARLY INTERVENTION	ECSES	PARAEDUCATOR	EARLY INTERVENTION	ECSES	09/18/2023	\$17.74 /hour	02	185	Filling Vacancy
10	DAVID	LAPP	TECH SUPPORT AND TRAINING		TS	JR APPLICATIONS DEVELOPER		TS	10/16/2023	\$69,810.00		260	New - Program Need
11	LAURA	LENT	ASSOCIATE PROG DIR- TRAINING	STAFF DEVELOPMENT	ECSES	INTERIM PROGRAM DIRECTOR		ECSES	09/01/2023	\$ 130,000.00		260	Program need from 9/1/23 - 6/30/24
12	MARGARET	MURRY	PARAEDUCATOR 1:1	AUTISTIC SUPPORT	ECSES	SUB DAILY PARAPROFESSIONAL		HRS	10/02/2023	\$115.00 /day			Employee Request
13	JENNIFER	REMLINGER	PARAEDUCATOR	EARLY INTERVENTION	ECSES	PARAEDUCATOR FLOATER	EARLY INTERVENTION	ECSES	09/18/2023	\$18.11 /hour	03	185	Filling Vacancy
14	MORGAN	SHENK	SUB-SHORT TERM TEACHER SPEECH	EARLY INTERVENTION	ECSES	SUB DAILY PROFESSIONAL and PARA		HRS	09/27/2023	\$135.00 /day			New - Program Need
15	KELLY	SPANGENBERG	LONG TERM SUB SOCIAL WORKER	EARLY INTERVENTION	ECSES	SOCIAL WORKER	CNTR BASED EMOTIONAL SUPPORT	ECSES	11/27/2023	\$66,413.00	M/01	190	New - Program Need

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
16	LISA	ADAMS	SCHOOL COUNSELOR	NONPUBLIC	IS			IS	09/01/2023	\$ 77,479.00	M+30/06	190	Salary increase for credits earned
17	MARGARET	ANASTASIO	PROGRAM DIRECTOR		ECSES			ECSES	09/01/2023	\$ 750.00		260	Monthly stipend for additional duties due to staff leaves of absence through 12/31/23
18	MELISSA	AUSTIN	READING SPECIALIST	NONPUBLIC	IS			IS	09/01/2023	\$ 84,393.00	M+60/08	190	Salary increase for credits earned
19	SARA	BARNICK	TEACHER OF SPECIAL ED	LEARNING SUPPORT	ECSES			ECSES	09/01/2023	\$ 71,948.00	M/05	190	Salary increase for credits earned
20	BARBARA	BENNETT	OCCUPATIONAL THERAPIST	EARLY INTERVENTION	ECSES			ECSES	07/01/2023	\$ 93,390.00	M+45/16	190	Salary increase for credits earned
21	MELISA	BRIGHTBILL	SPECIAL EDUC CONSULT BEHAVIOR	AUTISTIC SUPPORT	ECSES			ECSES	09/01/2023	\$ 79,135.00	M+45/03	195	Salary increase for credits earned
22	LESA	BROOKS	TEACHER OF SPECIAL ED	LEARNING SUPPORT	ECSES			ECSES	09/01/2023	\$ 91,312.00	M+60/13	190	Salary increase for credits earned
23	AALIYAH	BYRD	PARAEDUCATOR 1:1	EMOTIONAL SUPPORT	ECSES			ECSES	09/08/2023	\$ 17.36 /hour	01	185	Increase in hours from 6.5 to 7.25 per district request
24	AALIYAH	BYRD	PARAEDUCATOR 1:1	EMOTIONAL SUPPORT	ECSES	PARAEDUCATOR 1:1	DIAGNOSTIC KINDERGARTEN	ECSES	09/19/2023	\$ 17.36 /hour	01	185	Decrease in hours from 7.25 to 6.5 per employee request
25	MOLLY	CHAHWALA	TEACHER OF SPECIAL ED	LIFE SKILLS SUPPORT	ECSES			ECSES	09/01/2023	\$ 75,405.00	M+15/06	190	Salary increase for credits earned
26	KRISTI	COSTELLO	TEACHER OF SPECIAL ED	SCHOOL TO WORK	ECSES			ECSES	08/07/2023	\$ 77,483.00	M/09	190	Correction to salary approved at the May Board meeting
27	CASSIDY	CUTLER	TEACHER OF SPECIAL ED	EMOTIONAL SUPPORT	ECSES			ECSES	09/01/2023	\$ 83,699.00	DOCT/06	190	Salary increase for credits earned
28	AMIRIS	DIPUGLIA	CONSULTANT II		PATTAN			PATTAN	09/05/2023	\$ 121,000.00		260	Salary & Zone adjustment for changes in responsibilities
29	LAUREN	DOMMEL	TEACHER OF SPECIAL ED	EMOTIONAL SUPPORT	ECSES			ECSES	09/01/2023	\$ 63,188.00	B+15/01	190	Salary increase for credits earned
30	KATHLEEN	DRAKELY	READING SPECIALIST/MATH INSTRU	NONPUBLIC	IS			IS	09/01/2023	\$ 80,936.00	M+45/07	190	Salary increase for credits earned
31	RYAN	ELDRIDGE	TEACHER HEARING IMPAIRED	SENSORY IMPAIRED	ECSES			ECSES	09/01/2023	\$ 69,870.00	M+15/02	190	Salary increase for credits earned
32	JOAN	EMS-BRUMBACH	TEACHER OF SPECIAL ED FLOATER	AUTISTIC SUPPORT	ECSES			ECSES	09/01/2023	\$ 79,552.00	M+45/06	190	Salary increase for credits earned
33	ANDREA	FELLOWS	TEACHER OF SPECIAL ED	MULTIPLE PROGRAMS	ECSES			ECSES	09/01/2023	\$ 77,479.00	M+30/06	190	Salary increase for credits earned
34	BETHANY	IORELLO	ELEMENTARY SCHOOL COUNSELOR	NONPUBLIC	IS			IS	09/01/2023	\$ 71,944.00	M+30/02	190	Salary increase for credits earned
35	ANGELA	FOLK	TEACHER OF SPEECH CORRECT	EARLY INTERVENTION	ECSES			ECSES	07/01/2023	\$ 87,165.00	M+30/13	190	Salary increase for credits earned
36	BROOKE	FREDERICK	TEACHER OF SPECIAL ED	EMOTIONAL SUPPORT	ECSES			ECSES	09/01/2023	\$ 69,870.00	M+15/02	190	Salary increase for credits earned
37	THERESA	GRAHAM	TEACHER OF SPECIAL ED	EMOTIONAL SUPPORT	ECSES			ECSES	09/01/2023	\$ 67,797.00	M/02	190	Salary increase for credits earned

Minutes

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

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
38	TRACY	HABACIVCH	ELEMENTARY SCHOOL COUNSELOR	NONPUBLIC	IS			IS	09/01/2023	\$ 95,463.00	M+60/16	190	Salary increase for credits earned
39	KRISTEN	HORST	TEACHER OF SPECIAL EDUCATION	EARLY INTERVENTION	ECSES			ECSES	07/01/2023	\$ 69,181.00	M/03	190	Salary increase for credits earned
40	CHRISTOPHER	HYNUM	ELEMENTARY SCHOOL COUNSELOR	NONPUBLIC	IS			IS	09/01/2023	\$ 87,165.00	M+30/13	190	Salary increase for credits earned
41	JENNIFER	JOINER	TEACHER OF SPEECH CORRECT	RELATED SERVICES	ECSES			ECSES	09/01/2023	\$ 86,476.00	M+15/14	190	Salary increase for credits earned
42	KADIA	JULIAN	TEACHER OF SPEECH CORRECT	RELATED SERVICES	ECSES			ECSES	09/01/2023	\$ 69,870.00	M+15/02	190	Salary increase for credits earned
43	KARI	KURTZ	TEACHER OF SPECIAL ED	AUTISTIC SUPPORT	ECSES			ECSES	09/01/2023	\$ 67,340.00	B+15/04	190	Salary increase for credits earned
44	ERIN	LINGLE	PSYCHOLOGIST	MULTIPLE PROGRAMS	ECSES			ECSES	09/01/2023	\$ 87,223.00	DOCT/06	198	Salary increase for credits earned
45	JENNIFER	MCGOWAN	READING SPECIALIST/MATH INSTRU	NONPUBLIC	IS			IS	09/01/2023	\$ 69,181.00	M/03	190	Salary increase for credits earned
46	AMY	MCLAUGHLIN-RIDER	ELEMENTARY SCHOOL COUNSELOR	NONPUBLIC	IS			IS	09/01/2023	\$ 76,789.00	M+15/07	190	Salary increase for credits earned
47	HEIDI	MELLON	SEC SPECIAL EDUCATION	AUTISTIC SUPPORT	ECSES			ECSES	09/01/2023	\$ 78,427.00	M+30/04	195	Salary increase for credits earned
48	JACQUELINE	MORELL	TEACHER OF VISUALLY IMPRD	SENSORY IMPAIRED	ECSES			ECSES	09/01/2023	\$ 67,797.00	M/02	190	Salary increase for credits earned
49	EMMA	PICKEL	OCCUPATIONAL THERAPIST	RELATED SERVICES	ECSES			ECSES	09/01/2023	\$ 78,164.00	DOCT/02	190	Salary increase for credits earned
50	KRISTINE	ROATEN	SEC SPECIAL EDUCATION	EMOTIONAL SUPPORT	ECSES			ECSES	09/01/2023	\$ 77,720.00	M+15/05	195	Salary increase for credits earned
51	MARCELLA	SCHREIBER	TEACHER OF SPECIAL ED	AUTISTIC SUPPORT	ECSES			ECSES	09/01/2023	\$ 78,173.00	M+15/08	190	Salary increase for credits earned
52	CHELSEA	SMITH	OCCUPATIONAL THERAPIST	EARLY INTERVENTION	ECSES			ECSES	07/01/2023	\$ 88,549.00	M+30/14	190	
53	MICHELLE	STEPHENS	READING SPECIALIST	NONPUBLIC	IS			IS	09/01/2023	\$ 91,316.00	M+30/16	190	Salary increase for credits earned
54	KATHERINE	SYWENSKY	HS/EC INSTRUCTOR	HEAD START	ECSES			ECSES	09/18/2023	\$ 31.20 /hour		198	Change to effective date approved at September Board
55	SIERRA	TOMLINSON	TEACHER OF SPECIAL ED	AUTISTIC SUPPORT	ECSES			ECSES	09/01/2023	\$ 67,797.00	M/02	190	Salary increase for credits earned
56	CRISTA	WAGNER	TEACHER OF SPECIAL ED	EMOTIONAL SUPPORT	ECSES			ECSES	09/01/2023	\$ 76,789.00	M+15/07	190	Salary increase for credits earned
57	MELISSA	WALSH	SEC SPECIAL EDUCATION	STAFF DEVELOPMENT	ECSES			ECSES	09/01/2023	\$ 91,917.00	M+45/12	195	Salary increase for credits earned
58	CAMELA	YOST	READING SPECIALIST/MATH INSTRU	NONPUBLIC	IS			IS	09/01/2023	\$ 88,549.00	M+30/14	190	Salary increase for credits earned
59	SHERRY	ZUBECK	DEPARTMENT DIRECTOR		ECSES			ECSES	09/01/2023	\$ 750.00		260	Monthly stipend for additional duties due to staff leaves of absence through 12/31/23

HUMAN RESOURCES SERVICES AGENDA
PERSONNEL ITEMS: LEAVE OF ABSENCE

#	First Name	Last Name	Position	Program	Dept.	Effective Date	Reason
1	00007779				SES, SPECIAL EDUC SERVICES	09/11/2023	Working in a Light Duty assignment not to exceed 60 calendar days.
2	00009953				SES, SPECIAL EDUC SERVICES	09/21/2023	PSERS Special Sick Leave
3	00012553				SES, SPECIAL EDUC SERVICES	09/14/2023	PSERS Special Sick Leave
4	00013144				SES, SPECIAL EDUC SERVICES	10/23/2023	Requesting unpaid, non-FMLA leave for 71 calendar days
5	00013058				SES, SPECIAL EDUC SERVICES	09/20/2023	Requesting an unpaid, non-FMLA leave of absence for 12 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	JACQUELINE	ASPLAND	HEALTH CARE ASSISTANT	MULTIPLE DISABILITIES SUPPORT	ECSES	10/23/2023	\$ 26.98 /hour	05	205	Filling vacancy
2	CAITLYN	BRUBAKER	TEACHER OF SPEC EDUCATION	AUTISTIC SUPPORT	ECSES	01/04/2024	\$ 61,591.00	B/01	190	Filling vacancy
3	JULIE	HILLARD	SUB DAILY PARAPROFESSIONAL		HRS	10/09/2023	\$ 115.00 /day			New - program need
4	LESLIE	LAIRD	COMM ED ADJUNCT INSTRUCTOR		IS	10/30/2023	\$ 21.29 /hour		259	New - program need

HUMAN RESOURCES SERVICES AGENDA
PERSONNEL ITEMS: RETIREMENT

EARLY RETIREMENT:

#	First Name	Last Name	Position	Program	Dept.	Effective Date
1	JOHN	BAKER	MANAGER OF SAFETY & SECURITY CONSULTATIVE SERVICES		HRS	11/21/2023

PRIOR BUSINESS

None.

NEW BUSINESS

Dr. Fullerton called for a motion to elect the slate of PSBA Officer candidates as nominated. Slate presented by PSBA:

- 2024 President-Elect (one-year term) – Alison Mathis, North Hills SD
- 2024 Vice President (one-year term) – Sabrina Backer, Franklin Area SD
- 2024-26 Treasurer (three-year term) – Karen Beck Pooley, Bethlehem Area SD

On a motion by Ms. Cini and a second by Mr. Melleby, the slate of candidates as nominated was elected.

Motion Carried: Yes-13, No-3 (Dr. Fullerton, Mrs. Groff, Mr. Peters), Absent-6

Dr. Fullerton called for a motion to elect the PSBA Insurance Trustees slate of candidates as nominated. Slate presented by PSBA: (choose up to 2 for three-year term ending Dec. 31, 2026)

- Marianne Neel
- Michael Faccinetto

On a motion by Mrs. Rivera and a second by Ms. Cini, the slate of candidates as nominated was elected.

Motion Carried: Yes-11, No-5 (Mr. Buckwalter, Dr. Fullerton, Mrs. Groff, Mr. Ondrusek, Mr. Peters), Absent-6

LEGISLATIVE UPDATE

Mr. Stem provided a legislative update including comments regarding Basic Education Funding Commission hearings and on the status of HB27. Discussion ensued.

EXECUTIVE DIRECTOR'S REPORT

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

- Learner Engagement Tour at Thaddeus Stevens College for LLVS students
- A community-based vocational activity by an IU13 class
- Recent conferences coordinated by PaTTAN – the National Autism Conference, and the Safe and Supportive Learning Environments Summit
- CAFCO Food Services Program and upcoming Food Show

BOARD COMMENTS

Mrs. Sweigart shared that the Board favors are from The Etown Bakers at Elizabethtown Area High School.

PUBLIC COMMENTS

None.

ADJOURNMENT

Dr. Fullerton announced that the next Board meeting will be on November 8, 2023.

The meeting was adjourned at 8:13 PM.

Motion Carried: Yes-16, No-0, Absent-6

Respectfully submitted,

Gina Brillhart
Board Secretary