

**MINUTES
BOARD OF DIRECTORS
LANCASTER-LEBANON INTERMEDIATE UNIT 13
JANUARY 10, 2024**

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 7:31 PM by Dr. Joseph Fullerton, President. Dr. Fullerton announced that an Executive Session was held prior to the regular meeting for personnel matters.

PLEDGE OF ALLEGIANCE

ROLL CALL

Board Members Present:

Amy Beachy, Manheim Central
Brett Buckwalter, Cocalico
Craig Chubb, Solanco
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
Jill Martin, Palmyra Area
Charles Merris, Jr., Hempfield
Luis Morales, Lancaster
Staci Murray, Northern Lebanon
Robert Okonak, Lebanon
Raymond Ondrusek, Eastern Lebanon County
Nikki Rivera, Manheim Township
Lynda Shrum, Elizabethtown Area (elected at meeting)
Tim Stauffer, Ephrata Area
Daniel Woolley, Warwick

Absent:

Dr. Kathleen Blouch, Annville-Cleona
Ronald Melleby, Donegal
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. Joey Bertrand, Director, Instructional Services
Timothy Laubach, Director, Technology Services
Sherry Zubeck, Director, Early Childhood and Special Education Services
Heather Van Aulen, Supervisor, Early Childhood and Special Education Services
Dr. Peggy Anastasio, Program Director, Early Childhood and Special Education Services
Lori Blantz, Supervisor, Early Childhood and Special Education Services
Dr. Kelly Galbraith, Program Director, Instructional Services
Mason Getz, Technology Services
Noel Johns, Program Director, Human Resources Services
Dr. Kristen Lewald, Project Director, Executive Director's Office
Manny Luciano, Human Resources Services
Patricia Pontz, Associate Program Director, Business Services
Heather Van Aulen, Supervisor, Early Childhood and Special Education Services
Dr. Lynette Waller, Program Director, Executive Director's Office

CORRECTIONS/ADDENDA

Dr. Fullerton welcomed Mr. Morales.

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

Dr. Fullerton announced that two clerical errors in December's Instructional Services/Technology Services Agenda Item B were corrected in the December minutes. The Microsoft Reseller Services Request for Proposal was misnumbered as #223-004 and was corrected to #223-016 in the minutes. In addition, one vendor's name on the Request for Proposal pricing summary exhibit was presented incorrectly as "SLED Canyon" and was corrected to "Crayon Software Experts" for the minutes.

APPROVAL OF TONIGHT'S AGENDA

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

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

PUBLIC COMMENTS SPECIFIC TO THE AGENDA

None.

ELECTION OF NEW BOARD MEMBER

Dr. Fullerton announced that a nomination was received from Elizabethtown Area School District for Lynda Shrum to represent the district on the IU13 Board of Directors.

On a motion by Mr. Okonak and a second by Mr. Woolley, Mrs. Shrum was elected to complete the Elizabethtown Area School District's term on the IU13 Board of Directors until June 30, 2024.

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

Dr. Fullerton welcomed Mrs. Shrum.

PRESENTATION

In celebration of School Director Recognition Month, Mr. Stem thanked the members of the Board for their service and presented a classroom library book to be donated in each member's honor to an IU13 classroom located in the member's school district. Dr. Anastasio noted that books were selected intentionally for students, as all include a character with a disability.

APPROVAL OF DECEMBER 13, 2023 BOARD MINUTES

On a motion by Mr. Merris and a second by Mr. Buckwalter, the minutes of the December 13, 2023 Board meeting were approved as presented.

Motion Carried: Yes-19, No-0, Absent-3

TREASURER'S REPORT

Mr. Ondrusek presented the Treasurer's Report. On a motion by Mr. Ondrusek and a second by Mrs. Dieffenbach, the Treasurer's Report, including the following, was approved for the period ending November 30, 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 \$6,934,902.18

Motion Carried: Yes-19, No-0, Absent-3

BOARD REPORTS

Mrs. Groff provided a PSBA report. Discussion ensued.

CORRESPONDENCE

Mrs. Rivera read a letter received from the Russel Hill Cancer Foundation thanking the Board and Staff for a donation made in memory of Mr. Christian Harold (Skip) Brackbill.

BUSINESS SERVICES

Mr. Ondrusek commented that the committee discussed the Innovation and Stewardship Program, and reviewed contracts.

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.)

Before the vote, Mrs. Dieffenbach noted the upcoming February work session, and Mr. Ondrusek commented that an audit presentation would be part of this.

Motion Carried: Yes-19, No-0, Absent-3

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 (Amendment)	State	W&L DIXON ENTERPRISES LLC	10/2/23-6/28/24	Not to exceed \$16,250.00	Consultation, professional development, and resource development	Amendment C2344510 originally approved 11/15/2023. This revision increases the contract by \$8,125.00, for a revised amount not to exceed \$16,250.00. This increase is needed in order to continue to provide statewide PVAAS 1:1 services to LEAs.	Quotations
2.	Business (PaTTAN)	015 STATEWIDE INITIATIVES	PROFESSIONAL	Federal	DISSEN, CAROL DEE	1/1/24-5/31/24	Not to exceed \$26,900.00	ECRI Training	To provide Enhanced Core Reading Instruction (ECRI) professional development and team support to two cohorts of professionals to learn and master foundational skills, vocabulary and comprehension, intensification, and leadership.	Sole Source
3.	Business (PaTTAN)	015 STATEWIDE INITIATIVES	PROFESSIONAL	Federal	SURLES, JESSICA HUDSON	1/1/24-5/31/24	Not to exceed \$26,900.00	ECRI Training	To provide Enhanced Core Reading Instruction (ECRI) professional development and team support to two cohorts of professionals to learn and master foundational skills, vocabulary and comprehension, intensification, and leadership.	Sole Source

Business, EDO, and PaTTAN Contracts

Subrecipient Contracts

No.	Dept.	SBU/SSU	Source	Subrecipient	Term	Cost	Scope	Explanation
1.	Business	001 ADMIN AND MGMT SERVICES	Federal	DRUG & ALCOHOL REHAB SERVICES INC	9/1/23-8/31/24	\$84,384.00	Title I, Part D services to eligible youth	To provide educational support services to youth eligible for Title I, Part D - Neglected & Delinquent Funds at Prospect Grove High School.
2.	Business (PaTTAN)	015 STATEWIDE INITIATIVES	State	SCHOOL DISTRICT OF THE CITY OF SCRANTON, THE	10/1/23-6/30/24	Not to exceed \$43,293.00	Professional services	To compensate for services allowing for faculty and administrators to be specifically trained in computer science specializations.
3.	Business (PaTTAN)	015 STATEWIDE INITIATIVES	State	STO-ROX SCHOOL DISTRICT	10/1/23-6/30/24	Not to exceed \$48,275.84	CS Integrated TA and Support	To provide support for training and technical assistance activities.
4.	Business (PaTTAN)	015 STATEWIDE INITIATIVES	Federal	PORTAGE AREA SCHOOL DISTRICT	7/1/23-6/30/24	Not to exceed \$15,000.00	Systemic Supports Initiative	Amendment of PO C2344539, dated 11/28/2023. This revision increases the contract by \$5,100.00 and provides additional critical funding as needed under the Systemic Supports Initiative to support its identified programs in this underserved district.
5.	Business (PaTTAN)	015 STATEWIDE INITIATIVES	Federal	CARLISLE AREA SCHOOL DISTRICT	7/1/23-6/30/24	Not to exceed \$50,000.00	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.
6.	Business (PaTTAN)			DERRY TOWNSHIP SCHOOL DISTRICT		Not to exceed \$50,000.00		
7.	Business (PaTTAN)			HARRISBURG SCHOOL DISTRICT		Not to exceed \$40,000.00		
8.	Business (PaTTAN)			KEYSTONE CENTRAL SCHOOL DIST		Not to exceed \$50,000.00		
9.	Business (PaTTAN)			MIFFLIN COUNTY SCHOOL DISTRICT		Not to exceed \$50,000.00		
10.	Business (PaTTAN)			NEWPORT SCHOOL DISTRICT		Not to exceed \$35,000.00		
11.	Business (PaTTAN)			SCHUYLKILL IU 29		Not to exceed \$50,000.00		
12.	Business (PaTTAN)			STEELTON-HIGHSPIRE SCHOOL DIST		Not to exceed \$35,000.00		
13.	Business (PaTTAN)			TRI-VALLEY SCHOOL DISTRICT		Not to exceed \$50,000.00		
14.	Business (PaTTAN)			WINDBER AREA SCHOOL DISTRICT		Not to exceed \$50,000.00		

EARLY CHILDHOOD AND SPECIAL EDUCATION SERVICES

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

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.)

Motion Carried: Motion Carried: Yes-19, No-0, Absent-3

Mrs. Groff noted that the committee discussed Transfer between Entities, staffing, and an upcoming retirement in the department administration.

ECSES Contracts

No.	Dept.	SBU/SSU	Contract Type	Source	Contractor	Term	Cost	Scope	Explanation	Procurement
1.	ECSES	005 EARLY LEARNERS	PROFESSIONAL	Federal	LIVING STRONG CONSULTING LLC	1/1/24-12/31/24	\$75,000.00	Coach for the Early Head Start - Lebanon Programs with Lancaster-Lebanon IU13	To provide coaching to Early Head Start - Lebanon staff, and to provide feedback and resources in order to meet the Head Start Program Performance Standards. Price is based on agreed-upon rate between Lancaster-Lebanon IU13 and the contractor, which is their current rate of service.	Sole Source

ECSES Contracts
 Marketplace Activities

No.	Dept.	SBU/SSU	Name	Type	Term	Revenue	Service Provided	Explanation
1.	ECSES	012 ITINERANT SOLUTIONS	HEMPFIELD SCHOOL DISTRICT	Customer/Revenue	7/1/23-6/30/24	\$233,840.00	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.

INSTRUCTIONAL SERVICES/TECHNOLOGY SERVICES

On a motion by Mr. Buckwalter and a second by Mr. Merris, 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-19, No-0, Absent-3

Mr. Buckwalter noted that the committee reviewed two policies that will be brought for First Reading at the next meeting.

INSTRUCTIONAL SERVICES/TECHNOLOGY SERVICES
IS and TS Contracts

No.	Dept.	SBU/SSU	Contract Type	Source	Contractor	Term	Cost	Scope	Explanation	Procurement
1.	TS	013 OPERATIONS AND INFRASTRUCTURE	EXTERNAL (Amendment)	Local	MARCO HOLDINGS LLC	7/31/21-7/30/26	\$133,885.20	Copier Maintenance	Amendment of C2122091 originally approved on 6/16/2021. This revision adds \$4,310.00 to the original contract for a new contract total of \$133,855.20 and adds maintenance for a new color MFP for the School to Work program.	PEPPM Contract Bid #528897-132
2.	TS	013 OPERATIONS AND INFRASTRUCTURE	PROFESSIONAL	Federal	SPECTRA CONTRACT FLOORING	12/25/23-3/31/24	\$55,985.00	Remove and replace carpeting in Conference Center	To remove and dispose of existing carpet and vinyl base in corridors; and supply and install new mats, carpet tiles, vinyl tile, and vinyl base in the Lancaster-Lebanon Intermediate Unit 13 Conference Center.	COSTARS #008-E23-1180

IS and TS Contracts
 Marketplace Activities

No.	Dept.	SBU/SSU	Name	Type	Term	Amount	Service Provided	Explanation
1.	TS	016 REGIONAL TECHNOLOGY SOLUTIONS	TELEHOUSE INTERNATIONAL CORPORATION OF AMERICA	Reseller	1/11/24-1/11/27	\$57,600.00	Resell NYIIX Peering Services	IU13 will resell NYIIX peering services through IU13's network, allowing schools/IUs access to major networks such as Microsoft, Google, and Apple. NYIIX will provide peering to IU13 at no cost for 12 mos. and \$2,400/mo. for 24 mos. for total of \$57,600.

HUMAN RESOURCES SERVICES

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

- 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. 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:

McKylie Boreman	OT Intern	Alvernia University
Samantha Donmoyer	Physical Therapy	Alvernia University
Shaina Folk	Physical Therapy	Messiah University
Ashlie Kohr	OT Intern	Misericordia University
Emily Williamson	OT Intern	Elizabethtown College

- D. The following IU13 Professional staff have attained tenure:

Ryan Eldridge	1/11/2024
Sierra Tomlinson	1/4/2024

- E. Personnel Actions as presented in Human Resources Services Exhibit C.

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

- F. Retraction 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, originally approved at the September 13, 2023, Board meeting.

Motion Carried: Yes-19, No-0, Absent-3

HRS Contracts

No.	Dept.	SBU/SSU	Contract Type	Source	Contractor	Term	Cost	Scope	Explanation	Procurement
1.	HRS	013 OPERATIONS AND INFRASTRUCTURE	EXTERNAL	Local	MAZZITTI AND SULLIVAN EAP SERVICES	1/1/24-12/31/24	\$43,000.00	Employee Assistance Program for IU13 staff	Autorenewal of contract for Mazzitti and Sullivan EAP Services has developed a comprehensive Employee Assistance Program (EAP) that will be available to all Lancaster-Lebanon IU13 employees and their immediate family members (spouse and dependent children).	Sole Source

HUMAN RESOURCES SERVICES AGENDA
PERSONNEL ITEMS: RESIGNATION

#	First Name	Last Name	Position	Program	Dept.	Effective Date	Reason
1	RACQUIEL	DUNBAR	SUB DAILY PARAPROFESSIONAL		HRS	12/19/2023	ACCEPTED ALTERNATE EMPLOYMENT
2	JANELLE	HERSHEY	PART-TIME PARAEDUCATOR	AUTISTIC SUPPORT	ECSES	12/22/2023	ACCEPTED ALTERNATE EMPLOYMENT
3	KELLY	HILL	HEAD START DISABILITIES LIAISON	HEAD START	ECSES	01/25/2024	MOVING, FOUND ALTERNATE EMPLOYMENT
4	ELISABETH	HORNBERGER	OCCUPATIONAL THERAPIST	SCHOOL AGE RELATED SERVICES	ECSES	01/24/2024	PERSONAL REASONS
5	BRANDI	RODRIGUEZ	PARAEDUCATOR 1:1	DIAGNOSTIC KINDERGARTEN	ECSES	12/15/2023	RELOCATION; UPDATE TO RESIGNATION DATE APPROVED AT DECEMBER BOARD
6	REBEKAH	SEIVERLING	PROGRAM ASSISTANT		ECSES	01/12/2024	PERSONAL REASONS
7	KRISTYN	WHISMAN	TEACHER OF SPECIAL EDUCATION	CNTR BASED EMOTIONAL SUPPORT	ECSES	01/26/2024	ACCEPTED ALTERNATE EMPLOYMENT

HUMAN RESOURCES SERVICES AGENDA
PERSONNEL ITEMS: RETIREMENT

EARLY RETIREMENT:

#	First Name	Last Name	Position	Program	Dept.	Effective Date
1	LAURA	LENT	INTERIM PROGRAM DIRECTOR	STAFF DEVELOPMENT	ECSES	03/28/2024

HUMAN RESOURCES SERVICES AGENDA
PERSONNEL ITEMS: EMPLOYMENT

#	First Name	Last Name	Position	Program	Dept.	Effective Date	Salary	Step	Days of Service	Reason
1	LEAH	ARNOLD	SUB DAILY PROFESSIONAL and PARA		HRS	12/07/2023	\$135.00 /day			New - Program Need
2	RHONNDA	BENTZ	SUB DAILY PROFESSIONAL and PARA		HRS	12/08/2023	\$135.00 /day			New - Program Need
3	ASHLEY	BRAUNGARD	SUB DAILY PROFESSIONAL and PARA		HRS	12/06/2023	\$135.00 /day			New - Program Need
4	KATIE	DELLINGER	PARAEDUCATOR 1:1	AUTISTIC SUPPORT	ECSES	01/02/2024	\$17.74 /hour	02	185	Requested by Elizabethtown Area SD
5	RACQUIEL	DUNBAR	SUB DAILY PARAPROFESSIONAL		HRS	12/18/2023	\$115.00 /day			New - Program Need
6	HEATHER	ELKIND-CRESPO	PART-TIME PARAEDUCATOR	EARLY INTERVENTION	ECSES	01/08/2024	\$17.36 /hour	01	185	Filling Vacancy
7	FAITH	ERICKSON	SUB DAILY PARAPROFESSIONAL		HRS	01/02/2024	\$115.00 /day			New - Program Need
8	ISAAC	HORST	SUB DAILY PARAPROFESSIONAL		HRS	12/18/2023	\$115.00 /day			New - Program Need
9	ANNE	HORTING	FINANCIAL ANALYST		BS	01/02/2024	\$69,810.00		260	New - Program Need
10	ANIA	JEAN-LOUIS	BEHAVIOR SUPPORT ASSISTANT	CNTR BASED EMOTIONAL SUPPORT	ECSES	01/08/2024	\$23.07 /hour	01	185	Filling Vacancy
11	MELANIE	KRADY	SUB DAILY PARAPROFESSIONAL		HRS	01/02/2024	\$115.00 /day			New - Program Need
12	CRYSTAL	MCLAUGHLIN	PARAEDUCATOR 1:1	AUTISTIC SUPPORT	ECSES	01/02/2024	\$17.36 /hour	01	185	Requested by Penn Manor SD
13	ELISE	MENARD	JOB TRAINER	JOB TRAINING SERVICES	ECSES	01/08/2024	\$23.47 /hour	01	185	Filling Vacancy
14	JENNIFER	MORALES MARTINEZ	SUB SEC ASGN PARAPROFESSIONAL		HRS	12/18/2023	\$130.20 /day			Secondary Assignment
15	JENNY	MORRIS	PARAEDUCATOR FLOATER - EI	EARLY INTERVENTION	ECSES	01/22/2024	\$17.36 /hour	01	185	Filling Vacancy
16	DANA	MOWBRAY	OCCUPATIONAL THERAPIST	BASIC OCCUPATIONAL SKILLS	ECSES	01/02/2024	\$66,413.00	M/01	190	Filling Vacancy
17	DARARTU	MULUGETA	PARAEDUCATOR	EMOTIONAL SUPPORT	ECSES	01/02/2024	\$17.36 /hour	01	185	Filling Vacancy
18	ANDREA	PETERS	SUB SEC ASGN PROFESSIONAL		HRS	12/13/2023	\$433.26 /day			Secondary Assignment
19	KATIE	PIERCE	PARAEDUCATOR	AUTISTIC SUPPORT	ECSES	01/16/2024	\$17.36 /hour	01	185	Filling Vacancy
20	SIERRA	REED	TEACHER OF SPECIAL EDUCATION	AUTISTIC SUPPORT	ECSES	01/02/2024	\$61,591.00	B/01	190	Filling Vacancy
21	ELLIANNA	ROBINSON	PARAEDUCATOR 1:1	AUTISTIC SUPPORT	ECSES	01/02/2024	\$17.36 /hour	01	185	Requested by Elizabethtown Area SD
22	JONATHON	SANGREY	BEHAVIOR SUPPORT ASSISTANT	CNTR BASED EMOTIONAL SUPPORT	ECSES	12/18/2023	\$23.07 /hour	01	185	Filling Vacancy
23	BIANCA	SMALL	TEACHER OF SPEC ED - ITINERANT	EARLY INTERVENTION	ECSES	02/26/2024	\$80,251.00	M/11	190	Filling Vacancy
24	ALAINA	SNADER	SUB DAILY PARAPROFESSIONAL		HRS	12/06/2023	\$115.00 /day			Employee Request
25	DANA	SPANG	PARAEDUCATOR 1:1	AUTISTIC SUPPORT	ECSES	01/08/2024	\$17.36 /hour	01	185	Filling Vacancy
26	KATHY	STEINOUR	TLC CONSULT - LITERACY		IS	03/18/2024	\$87,000.00		260	Filling Vacancy
27	BRANDON	VALVERDE	SUB DAILY PARAPROFESSIONAL		HRS	01/08/2024	\$115.00 /day			New - Program Need
28	BAILEE	WAGNER	PARAEDUCATOR 1:1	AUTISTIC SUPPORT	ECSES	01/02/2024	\$17.36 /hour	01	185	Requested by Penn Manor SD
29	VANESSA	WEACHTER	PARAEDUCATOR	EARLY INTERVENTION	ECSES	01/08/2024	\$17.36 /hour	01	185	Filling Vacancy
30	COURTNEY	ZOOK	PART-TIME TEACHER OF SPECIAL ED	AUTISTIC SUPPORT	ECSES	01/08/2024	\$58.25 /hour	M+30/06	95	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	JO-ANN	BROWN	PARAEDUCATOR 1:1	MULTIPLE DISABILITIES SUPPORT	ECSES	PARAEDUCATOR	MULTIPLE DISABILITIES SUPPORT	ECSES	01/02/2024	\$17.74 /hour	02	185	Filling vacancy
2	MELANIE	FINK	PARAEDUCATOR/SIGN	SENSORY IMPAIRED	ECSES	TEACHER HEARING IMPAIRED	SENSORY IMPAIRED	ECSES	01/02/2024	\$61,591.00	B/01	190	New - program need
3	DAVID	HYLTON	ESPA ON ASSIGNMENT		ECSES	RBT PARAEDUCATOR	EMOTIONAL SUPPORT	ECSES	12/11/2023	\$21.11 /hour	03	185	End of assignment and return to previous position
4	NICHOLA	SAUGER	PARAEDUCATOR FLOATER - EI	EARLY INTERVENTION	ECSES	PARAEDUCATOR	EARLY INTERVENTION	ECSES	01/08/2024	\$22.91 /hour	15	185	Filling vacancy
5	FARIDIS	VILLAMIZAR	PARAEDUCATOR FLOATER - EI	EARLY INTERVENTION	ECSES	TEACHER OF SPECIAL ED FLOATER	EARLY INTERVENTION	ECSES	12/06/2023	\$61,591.00	B/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
6	ARIELYS	ORTIZ	PARAEDUCATOR 1:1	EMOTIONAL SUPPORT	ECSES			ECSES	12/11/2023	\$17.36 /hour	01	185	Change in assignment with increase in daily hours from 6.5 to 7 hours per day
7	JASON	SANTIAGO	PARAEDUCATOR 1:1	AUTISTIC SUPPORT	ECSES		EMOTIONAL SUPPORT	ECSES	12/18/2023	\$17.74 /hour	02	185	Change in assignment with increase in daily hours from 6.5 to 6.75 hours per day
8	KATRINA	STRAWBRIDGE	PARAEDUCATOR 1:1	AUTISTIC SUPPORT	ECSES			ECSES	01/02/2024	\$17.74 /hour	02	185	Change in hours per district request from 6.5 to 7 hours per day
9	SAGE	SCHREFFLER	PARAEDUCATOR 1:1	AUTISTIC SUPPORT	ECSES			ECSES	12/11/2023	\$17.74 /hour	02	185	Change in assignment with increase in daily hours from 6.5 to 7 hours per day

HUMAN RESOURCES SERVICES AGENDA
PERSONNEL ITEMS: LEAVE OF ABSENCE

#	First Name	Last Name	Position	Program	Dept.	Effective Date	Reason
1	00009907				SES- EARLY INTERVENTION	02/07/2024	PSERS Special Sick Leave
2	00013228				SES, SPECIAL EDUC SERVICES	11/15/2023	PSERS Special Sick Leave. Requesting an additional 20 calendar days of unpaid, non-FMLA leave
3	00010272				SES, SPECIAL EDUC SERVICES	11/20/2023	PSERS Special Sick Leave
4	00005319				SES- EARLY INTERVENTION	01/10/2024	PSERS Special Sick Leave continues. Requesting a continuation of restoration of health Sabbatical for the equivalent of a second school term, not to exceed 95 working days

HUMAN RESOURCES SERVICES ADDENDUM
PERSONNEL ITEMS: EMPLOYMENT

#	First Name	Last Name	Positon	Program	Dept.	Effective Date	Salary	Step	Days of Service	Reason
1	CONNOR	YOURKAVITCH	TEACHER OF VISUALLY IMPAIRED	SENSORY IMPAIRED	ECSES	03/04/2024	\$ 67,797.00	M/02	190	New - program need

PRIOR BUSINESS

None.

NEW BUSINESS

None.

EXECUTIVE DIRECTOR'S REPORT

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

- Legislative Update, highlighting finalizing of the state budget, funding information, and recent legislation
- Basic Education Funding Commission status
- Advancement of an IU13 class at Providence Elementary (Solanco School District) to the state finals of a design competition
- Willow Valley Work Immersion Program student visit to Lancaster City Housing Authority
- Opening of the IU13 Community Education Program in Lebanon at the Chestnut Street Community Center

Discussion ensued.

BOARD COMMENTS

Mrs. Groff asked a question about the "Qualities of a School Board Member in Lancaster and Lebanon Counties" document. Discussion ensued.

PUBLIC COMMENTS

None.

ADJOURNMENT

Dr. Fullerton announced that the next Board meeting will be on February 14, 2024, at The Conference and Training Center at IU13, Lancaster, beginning with a work session.

The meeting was adjourned at 8:38 PM.

Respectfully submitted,

Gina Brillhart
Board Secretary