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Executive Director

Lancaster-Lebanon Intermediate Unit 13 Board Actions

May 14, 2025

BOARD ACTION:

- SJ Popiel was recognized as an IU13 2025 Annie Sullivan Award recipient.
- Approved \$17,898,637.56 in disbursements

BUSINESS SERVICES

Approval of Purchase Orders over \$10,000.00

Approved the following revised Fiscal Year 2024-25 budgets:

- SSU 013 – Operations and Infrastructure Support Services
- SBU 020 – PaTTAN
- SBU 021 - Statewide Projects

Awarded the following bids:

- #245-016 – Catalog Discount Bid
- #245-023 – CAFCO Bakery Bid
- #245-008 – CAFCO Cafeteria Paper Supplies Bid
- #245-017 – Copy Paper
- #245-024 – Custodial Supplies
- #245-006 – Ice Cream
- #245-021 – Instructional Art Supplies
- #245-020 – Instructional Classroom Supplies
- #245-007 – CAFCO Tea Drinks
- #245-022 – Technology Education Supplies

First Reading of revised Policy 616 – Payment of Bills

First Reading of revised Policy 617 – Petty Cash

Approval of leased properties from Lancaster-Lebanon Joint Authority as listed on the 2024-25 Revised Master Lease Schedule

Approval of subleased properties from Lancaster-Lebanon Joint Authority as listed on the 2024-25 Revised Master Sublease Schedule

Approval of Resolution to authorize the issuance of a Revenue Anticipation Note (RAN)

Approved the following contracts:

For Business Services (EDO):

- KORU STRATEGY GROUP LLC
- SAS INSTITUTE INC
- W&L DIXON ENTERPRISES LLC
- WAGNER DEITCH, CRISTINE

School Improvement Facilitator
Professional Learning (amendment)
Reporting, consulting and presentations
Consultation, professional development,
and resource development (amendment)
Consultation, professional development,
and resource development (amendment)

For Business Services (PaTTAN) :

- APP TECHS CORPORATION
- LEADER SERVICES
- PENNSYLVANIA OCCUPATIONAL
THERAPY ASSOCIATION INC

Security System Upgrades
Technology support (amendment)
Professional Development (amendment)

EARLY CHILDHOOD AND SPECIAL EDUCATION SERVICES

Approved the following revised Fiscal Year 2024-25 budgets:

- SBU 005 – Early Learners
- SBU 006 – Early Intervention

- SBU 011 – Special Education Classroom Services
- SBU 012 – Itinerant Solutions
- SBU 014 – Federal Pass-Thru Funds Administration Services

Approved the following contract(s):

For Early Childhood and Special Education Services:

- | | |
|-------------------------------------|--|
| • ANNVILLE-CLEONA SCHL DISTRICT | Student nutrition services |
| • LEBANON SCHOOL DISTRICT-FOOD | Food services for Head Start Class |
| • LEBANON SCHOOL DISTRICT-FOOD | Food services for Head Start class |
| • TEACHING STRATEGIES LLC | Online Education Resources |
| • TEACHING STRATEGIES LLC | Online Education Resources |
| • YOUR LANGUAGE CONNECTION | Language translation services (amendment) |
| • YOUR LANGUAGE CONNECTION | Language translation services |
| • ANNVILLE-CLEONA SCHL DISTRICT | Student nutrition services |
| • BILLINGS BILINGUAL LLC | Document translation services |
| • ECKERT, ERIKA | Foreign Language Interpreting Services |
| • MORAVIAN MANORS INC | Student Nutrition Services |
| • SWEET STEVENS KATZ & WILLIAMS LLP | Special education legal consortium for 2025-26 |

Approved the following Early Childhood and Special Education Services subrecipient contracts: Subrecipient Letter of Agreement for implementation of Individuals with Disabilities Education Act (IDEA) Part B – Funds (Early Learning):

- PENN MANOR SCHOOL DISTRICT

Approved the following Early Childhood and Special Education Services subrecipient contracts: Subrecipient Letter of Agreement for implementation of Individuals with Disabilities Education Act (IDEA) Part B – Funds (School Age):

- | | |
|------------------------------------|--------------------------------------|
| • COLUMBIA BOROUGH SCHOOL DISTRICT | • ELIZABETHTOWN AREA SCHOOL DISTRICT |
| • EPHRATA AREA SCHOOL DISTRICT | • MANHEIM CENTRAL SCHOOL DISTRICT |
| • PENN MANOR SCHOOL DISTRICT | • SCHOOL DISTRICT OF LANCASTER |

Approved the following marketplace contract(s):

For Early Childhood and Special Education Services:

- | | |
|-------------------|----------------------------|
| • TUSCARORA IU 11 | Staff Recruitment services |
|-------------------|----------------------------|

INSTRUCTIONAL SERVICES/TECHNOLOGY SERVICES

Approved the following revised Fiscal Year 2024-25 budgets:

- SBU 002 – Community Education
- SBU 004 – Teaching and Learning Collaborative
- SBU 007 – Student Services
- SBU 016 – Regional Technology Solutions
- SBU 024 – Educational Technology

Approved the following contract(s):

For Technology Services:

- | | |
|----------------------------|---|
| • STREAMABLE LEARNING INC | LLVS to provide Streamable Learning streaming services for partners |
| • AMES JANITORIAL SERVICES | Cleaning Services at NEC |
| • CSM CONSULTING INC | E-Rate Consulting Services (amendment) |

HUMAN RESOURCES SERVICES

Approved the following revised Fiscal Year 2024-25 budgets:

- SBU 001 – Administrative and Management Services

- SSU 018 – Internal Service Fund for Employee Benefits

First Reading of revised Policy 347 – Transitional Return-to-Work Program

Second Reading and Approval of Policy 249 – Bullying/Cyberbullying

Approval of a one-time retention stipend of \$1,000 to Head Start, Early Head Start, and Pre-K Counts staff

Approval of a 2.0% salary increase for all Head Start, Early Head Start, and Pre-K counts staff

Approval of personnel actions:

- Resignation: 26
- Retirement: 3
- Termination: 2
- Employment: 30
- Change of Position, Salary or Status: 21
- Leave of Absence: 6
- Deceased: 1

Approved the following contract(s):

For Human Resources Services:

- ACAP HEALTH CONSULTING LLC

Wellness program mobile app for IU13 staff (amendment)

PRIOR BUSINESS

Second Reading and Approval of revised Policy 005 – Organization

Second Reading and Approval of revised Policy 903 - Public Participation in Board Meetings

NEW BUSINESS

Appointment of Board Officer Nominating Committee

Appointment of Dr. Blouch as IU13 Voting Delegate for the PSBA Delegate Assembly

First Reading of the 2025-2026 IU13 Board Meeting Calendar

IU13 FAST FACTS



IU13 Names 2025 Annie Sullivan Award Honoree

Lancaster-Lebanon IU13 has named SJ Popiel as a recipient of the 2025 Annie Sullivan Award.

Popiel is a Teacher of Hearing Impaired at Cocalico High School. Named after Helen Keller's lifelong teacher and companion, the award is presented to a professional who portrays exemplary care to students with disabilities, while going beyond the classroom to help those in the community at large. The awarded professional is nominated by his or her peers and selected by a committee of past award recipients. It is considered one of the highest honors given to special education professionals.

Colleagues of SJ say she focuses on teaching students how to manage life, exceed their own expectations, practice and develop lifelong problem-solving techniques, and build skills needed for their future.

SJ constantly strives to promote inclusion—not only for Deaf and Hard of Hearing students, but for the Deaf community.

One small example is a sign she adapted and hung outside her classroom that reads: “Thank you for keeping our classroom Deaf-friendly.” The poster goes on to encourage signed conversations, maintaining visual accessibility, using a touch or wave to get someone's attention, using gestures or writing notes if one cannot sign, among other guidelines that help create a Deaf-friendly environment.

SJ is always looking to grow professionally. She regularly seeks input from staff to become the best teacher she can be. She collaborates closely with interpreters and related service providers to ensure smooth transitions for her students and consistent delivery of instruction. SJ also advocates for parents during IEP meetings and through ongoing communication throughout the school year, ensuring that students in the Deaf and Hard of Hearing classroom receive support both at school and at home.

Generous with her time and resources, SJ will go the extra mile to find information if she doesn't already have the answer. She maintains strong ties to the Deaf community and continues to deepen her knowledge of Deaf culture and language to better support her students and colleagues.

Congratulations to SJ for being named a 2025 Annie Sullivan Award Winner and “thank you” for making a difference in the lives of others.