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Matthew Stem
Executive Director

Lancaster-Lebanon Intermediate Unit 13 Board Actions

November 12, 2025

BOARD ACTION:

- Approved \$14,675,817.94 in disbursements

BUSINESS SERVICES

Approval Purchase Orders over \$10,000.00

Approval to pursue Budget Bridge Loan

Approved the following contracts:

For Business Services:

- SMARTSHEET INC

Project Management software & service

For Business Services (PaTTAN):

- ASL SERVICES
- INNOVATION INSTITUTE FOR TOMORROW INC

ASL Interpretation Services

Technical assistance

EARLY CHILDHOOD AND SPECIAL EDUCATION SERVICES

Approved the following contract(s):

For Early Childhood and Special Education Services:

- CLEVEREX SYSTEM INC
- PALMYRA AREA SCHOOL DISTRICT
- JUNIPER VILLAGE AT LEBANON LLC
- WAY SERVICES INC
- SPOOKY NOOK SPORTS INC
- SPOOKY NOOK SPORTS INC

Web-based case management subscription (amendment)

Food services for Head Start students (amendment)

Student Nutrition Services

Delivery of Student Meals

Conference Space Rental (amendment)

Conference Space Rental (amendment)

Approved the following subrecipient contract(s):

For Early Childhood and Special Education Services:

- LEBANON SCHOOL DISTRICT

Head Start Supplemental Assistance Program (HSSAP) Partnership

Approved the following marketplace contract(s):

- For Special Education Services - IU13 District Consortium:
 - HEMPFIELD SCHOOL DISTRICT
 - MANHEIM CENTRAL SCHOOL DISTRICT
- For Special Education Services – Itinerant Occupational and Physical Therapy:
 - HEMPFIELD SCHOOL DISTRICT
- For Special Education Services – Speech and Language Itinerant Services:
 - HEMPFIELD SCHOOL DISTRICT
- For Special Education Services – Job Training:
 - HEMPFIELD SCHOOL DISTRICT

INSTRUCTIONAL, TECHNOLOGY AND FACILITIES SERVICES

Approved the following contract(s):

For Instructional Services:	
• COLUMBIA BOROUGH SCHOOL DISTRICT	IU13 Title III consortium reimbursement
• EPHRATA AREA SCHOOL DISTRICT	IU13 Title III consortium reimbursement
• PENN MANOR SCHOOL DISTRICT	IU13 Title III consortium reimbursement
For Technology Services:	
• RAFFENSPERGER ENTERPRISES LLC	Snow Removal
• AAE HOLDINGS INC	Keynote Speaker for Tech Talk Live
• COMPUTEC TECHNICAL SOLUTIONS INC	NEC Network cabling

HUMAN RESOURCES SERVICES

Approval increase salaries for Head Start, Early Head Start, and Pre-K Counts staff.

Announcement of one staff member who attained tenure

Approval of personnel actions:

- Resignation: 14
- Retirement: 3
- Termination: 3
- Change of Position, Salary or Status: 25
- Leave of Absence: 14
- Employment: 24

Approved the following contract(s):

For Human Resources Services:

- NORMANDY DEVELOPMENT LP
 - SWORD HEALTH
 - TRAVELERS INDEMNITY COMPANY, THE
 - UNITED CONCORDIA COMPANIES INC
- HR Exchange Conference venue for 2026
Virtual Physical Therapy
Fiduciary Liability insurance policy
Dental Administrative Services

IU13 FAST FACTS



Holiday Student Bazaar
LEBANON COUNTY
Thursday, November 20, 2025
9 AM - 1 PM
Stoneridge Poplar Run
440 East Lincoln Avenue, Myerstown, PA
iu13.org/Events/All





Holiday Student Bazaar
LANCASTER COUNTY
Thursday, December 4, 2025
9 AM - 1 PM
The Conference and Training Center at IU13
1020 New Holland Avenue, Lancaster, PA
iu13.org/Events/All



Holiday Student Bazaars

These IU13 events offer an opportunity for classroom mini-businesses to showcase student creativity, sales skills, and customer service skills! Purchase treats, crafts, plants, and more while interacting with students.