

**MINUTES  
BOARD OF DIRECTORS  
LANCASTER-LEBANON INTERMEDIATE UNIT 13  
DECEMBER 10, 2025**

**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 Dr. Fullerton, President.

**PLEDGE OF ALLEGIANCE**

**ROLL CALL**

Board Members Present:

Dr. Kathleen Blouch, Annville Cleona  
Juanita Fox, Cocalico  
Lester Putt, Columbia Borough  
Idette Groff, Conestoga Valley  
Susan Dieffenbach, Cornwall-Lebanon  
Paul Irvin, Eastern Lancaster County  
Raymond Ondrusek, Eastern Lebanon County  
Lynda Shrum, Elizabethtown Area  
Tim Stauffer, Ephrata Area  
Kait Linton, Hempfield  
Melissa Herr, Lampeter-Strasburg  
Robert Okonak, Lebanon  
Amy Beachy, Manheim Central  
JoAnn Hentz, Manheim Township  
Staci Murray, Northern Lebanon  
Jill Martin, Palmyra Area  
Michael Fisher, Pequea Valley  
Dr. Joseph Fullerton, Penn Manor  
Jane Ausel, Solanco

Absent:

Ronald Melleby, Donegal  
Luis Morales, School District of Lancaster  
Daniel Woolley, Warwick

Staff Present:

Matthew Stem, Executive Director  
Dr. Lynette Waller, Program Director, Executive Director Office  
Flip Steinour, COO/Assistant to the Executive Director  
Gina Brillhart, CFO/Assistant to the Executive Director

Timothy Laubach, Director, Technology Services  
Amanda Hann, Director, Instructional Services  
Peggy Anastasio, Director, Early Childhood and Special Education Services  
Jeremy Sweigart, Director, Early Childhood and Special Education Services  
Dana Blair, Program Director, Early Childhood and Special Education Services  
Shannan Guthrie, Program Director, Executive Director Office  
Michelle Malick, Program Director, Human Resources Services  
Michael Imburgia, Project Director-Statewide, Executive Director Office  
Maribel Villa, Staffing & Employee Relations Manager, Human Resources Services  
Larry Bopp, Assistant Principal, Early Childhood and Special Education Services  
Jen Zolenas, Supervisor, Early Childhood and Special Education Services  
Lumarie Gaskins, Transportation Coordinator, Early Childhood and Special Education Services  
Heather Frey, Supervisor, Early Childhood and Special Education Services  
Claudia Schadler-Duong, HR Solutions Manager, Human Resources Services  
Leslie Krueel, Executive Assistant, Business Services  
Officer Robinson, Executive Director Office

Guests:

Andrea Malone

### **CORRECTIONS/ADDENDA**

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

### **APPROVAL OF TONIGHT'S AGENDA**

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

Motion Carried: Yes-16, No-0, Absent-3, Vacant- Cocalico, Hempfield and Solanco School Districts

### **PUBLIC COMMENTS SPECIFIC TO THE AGENDA**

None.

### **ELECTION OF NEW BOARD MEMBERS**

Dr. Fullerton announced that nominations were received from Cocalico School District, Hempfield School District and Solanco School District to fill vacancies on the IU13 Board of Directors.

On a motion by Mrs. Martin and a second by Mrs. Dieffenbach, Ms. Juanita Fox was elected to complete the Cocalico School District's term on the IU13 Board of Directors until June 30, 2026.

Motion Carried: Yes-16, No-0, Absent-3, Vacant-Cocalico, Hempfield and Solanco School Districts

On a motion by Mr. Fisher and a second by Mrs. Blouch, Ms. Kait Linton was elected to complete the Hempfield School District's term on the IU13 Board of Directors until June 30, 2026.

Motion Carried: Yes-17, No-0, Absent-3, Vacant-Hempfield and Solanco School Districts

On a motion by Mrs. Blouch and a second by Mrs. Martin, Mrs. Jane Ausel was elected to complete the Solanco School District's term on the IU13 Board of Directors until June 30, 2026.

Motion Carried: Yes-18, No-0, Absent-3, Vacant-Solanco School District

Dr. Fullerton welcomed the Board members.

Dr. Fullerton appointed Mrs. Martin the Chair of the Instructional, Technology and Facilities Committee

### **APPROVAL OF NOVEMBER 12, 2025 BOARD MINUTES**

On a motion by Mrs. Dieffenbach and a second by Mr. Ondrusek, the minutes of the November 12, 2025, 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, 2025:

- 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. 2024-25 Program Budget Reconciliation (Treasurer's Report – Budget Reconciliation)
- E. 2025-26 Program Budget Reconciliation (Treasurer's Report – Budget Reconciliation)
- F. Check Register in the amount of \$20,859,209.91

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

### **BOARD REPORTS**

Mrs. Groff provided an update regarding PSBA activities.

### **CORRESPONDENCE**

None.

## **BUSINESS SERVICES**

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

A. Contracts. (Reference Business Services Exhibit A)

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

B. Purchase Orders over \$10,000. (Reference Business Services Exhibit B)

*(Purpose: To approve purchase orders over \$10,000 for all departments.)*

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

Mr. Ondrusek shared information regarding the RAN closure.

**Business, EDO, and PaTTAN Contracts**

No.	Dept.	SBU/SSU	Contract Type	Source	Contractor	Term	Cost	Scope	Explanation	Procurement
1.	Business (EDO)	021 STATEWIDE PROJECTS	PROFESSIONAL (Amendment)	State	CHESTER COUNTY INTERMEDIATE UNIT	7/1/25-6/30/26	Not to exceed \$40,250.00	Statewide resource design and development	Amendment 1 of C2560101, originally approved 6/30/2025. This revision increases the contract amount by \$15,750.00, for a total not to exceed \$40,250.00. The amendment is for the continuing resource design services of Laura Mikowychok, for implementation with statewide LEAs, including but not limited to documents, PowerPoint templates, design graphics, and videos.	Contract is under the IU13 Certified Low Risk Procurement Threshold of \$50,000

## **EARLY CHILDHOOD AND SPECIAL EDUCATION SERVICES**

There were no Action Items for Early Childhood and Special Education Services.

Mrs. Groff shared information regarding the Student Bazaars and the Mitten Tree. She also shared that the Early Intervention calendar is available and information on the funding of Early Intervention.

## **INSTRUCTIONAL, TECHNOLOGY AND FACILITIES SERVICES**

On a motion by Mrs. Martin and a second by Mrs. Blouch, the Board approved Instructional, Technology and Facilities Services Consent Agenda Item A:

A. Contracts. (Reference Instructional, Technology and Facilities 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

**Instructional, Technology, and Facilities Services Contracts**

No.	Dept.	SBU/SSU	Contract Type	Source	Contractor	Term	Cost	Scope	Explanation	Procurement
1.	IS	007 STUDENT SERVICES	PROFESSIONAL	State	TCB OUTDOOR LLC	12/1/25-3/1/26	Not to exceed \$23,100.00	Community outreach digital billboards	To provide digital billboards in six locations designed for OTDA (Organ-Tissue Donation Awareness) community outreach.	Contract is under the IU13 Certified Low Risk Procurement Threshold of \$50,000
2.	TS	013 OPERATIONS AND INFRASTRUCTURE	PROFESSIONAL	Local	ALLEGION ACCESS TECHNOLOGIES LLC	12/17/25-4/30/26	\$12,670.00	Automatic Door Install at Burle	To provide and install a secure automatic sliding, interior door system with motion sensor entry, card-swipe access, emergency safety features, and integrated security controls.	Contract is under the IU13 Certified Low Risk Procurement Threshold of \$50,000
3.	TS	016 REGIONAL TECHNOLOGY SOLUTIONS	EXTERNAL	Local	GOURMET JULIE'S WAY	5/4/26-5/6/26	Not to exceed \$22,975.00	Catering for Tech Talk Live Conference	Gourmet Julie's Way will provide breakfast and lunch catering at our Tech Talk Live Conference on May 4-6, 2026.	Contract is under the IU13 Certified Low Risk Procurement Threshold of \$50,000



## **HUMAN RESOURCES SERVICES**

On a motion by Mr. Irvin and a second by Mr. Putt, the Board approved Human Resources Services Consent Agenda Items A-D and Addendum Items E and 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, contingent upon the successful completion of all required employment paperwork and clearances, as determined by the IU13 HR Office.

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

- C. Approval of the 2026-2027 Early Intervention School Calendar. (Reference Human Resources Services Exhibit C)

- D. The following staff will be completing 2025-2026 student teaching and internships through local Lancaster and Lebanon school districts and universities pending satisfactory review of clearances as required by their respective institution:

Kathryn Hickman	Psychologist	Millersville University
Mary Isaac	Teacher of Special Ed	Millersville University
Owen Hanlon	Psychologist	Lebanon Valley College
Julie Hillard	Teacher of Special Ed	Eastern University
Jennifer Martin	IU13 Employee/Nurse	Eastern University
Eleanor Deeg	Speech/Language Pathology	Lebanon Valley College
Amelia Lamont	ASL/English Interpreting	Commonwealth University
Teale Bennett	Special Education Supervisor	Drexel University
Autumn Yassem	Physical Therapy	Lebanon Valley College
Elizabeth George	Teacher of Special Ed	Millersville University

- E. Personnel Actions as presented in Human Resources Services Exhibit B, contingent upon the successful completion of all required employment paperwork and clearances, as determined by the IU13 HR Office.

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

- F. The Board is providing notice that it intends to retain Matthew Stem as Executive Director for an additional 4-year term. The Board will work with Mr. Stem on a new contract to be voted on by the IU13 Board no later than the March IU13 Board of Directors meeting.

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

Board Month: DECEMBER  
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	EXTERNAL (Amendment)	Local	LEARNING OPPORTUNITIES GROUP	7/1/25-6/30/26	\$350,000.00	Staffing Support	Amendment of C2560123 originally approved on 06/25/2025. This revision increases the contract by \$100,000.00 for a new contract total of \$350,000.00 for increased staffing needs.	Sole Source

HUMAN RESOURCES SERVICES AGENDA  
PERSONNEL ITEMS: RESIGNATION

#	First Name	Last Name	Position	Program	Dept.	Effective Date	Reason
1	ASHLEY	DEMME	TEACHER OF SPECIAL EDUCATION	CNTR BASED EMOTIONAL SUPPORT	ECSES	11/21/2025	PERSONAL REASONS
2	RICHELLE	DEYSHER	SUB DAILY PARAPROFESSIONAL		HRS	11/06/2025	ALTERNATE EMPLOYMENT
3	MELANIE	FERREIRA	PARAEDUCATOR	AUTISTIC SUPPORT	ECSES	12/12/2025	OTHER EMPLOYMENT
4	ANGELA	GORNISH	SUB- PDE CERTIFICATED RETIREE		HRS	11/03/2025	ALTERNATE EMPLOYMENT
5	STEPHANIE	GRAYBILL	PARAEDUCATOR 1:1	AUTISTIC SUPPORT	ECSES	11/21/2025	PERSONAL REASONS
6	MANUEL	LUCIANO	SCHOOL POLICE OFFICER		EDO	12/05/2025	OTHER EMPLOYMENT

# HUMAN RESOURCES SERVICES AGENDA

## PERSONNEL ITEMS: TERMINATION

#	First Name	Last Name	Position	Program	Dept.	Effective Date	Reason
1	CHELSIE	BINKLEY	AUTISTIC SUPPORT	PARAEDUCATOR 1:1	ECSES	10/24/2025	JOB ABANDONMENT
2	SHERYL	LINARD		SUB DAILY PARAPROFESSIONAL	HRS	11/27/2025	FAILURE TO SUBMIT REQUIRED PAPERWORK

HUMAN RESOURCES SERVICES AGENDA  
PERSONNEL ITEMS: RETIREMENT

#	First Name	Last Name	Position	Program	Dept.	Effective Date
1	SALLY	MOZLOOM	TEACHER OF SPECIAL EDUCATION	EARLY INTERVENTION	ECSES	12/19/2025

HUMAN RESOURCES SERVICES AGENDA  
PERSONNEL ITEMS: EMPLOYMENT

#	First Name	Last Name	Position	Program	Department	Effective Date	Salary	Step	Days of Service	Reason
1	SUSAN	COX	SUB DAILY PROFESSIONAL and PARA		HRS	10/30/2025	\$135.00 /day		190	New - Program Need
2	DR. DANIEL	CULLEN	EDUCATIONAL CONSULTANT II		PATTAN	01/20/2026	\$125,000.00		260	New - Program Need
3	DESTINY	ERICKSON	PART-TIME PARAEDUCATOR	EARLY INTERVENTION	ECSES	12/15/2025	\$18.90 /hour	01	185	Filling Vacancy
4	JADA	GLICK	PARAEDUCATOR 1:1	EMOTIONAL SUPPORT	ECSES	11/19/2025	\$18.90 /hour	01	185	Requested by Hempfield SD
5	SHEILA	GRICE	PART-TIME PARAEDUCATOR	EARLY INTERVENTION	ECSES	12/08/2025	\$18.90 /hour	01	185	Filling Vacancy
6	MADELYN	JONES	SUB SEC ASGN PARAPROFESSIONAL		HRS	11/10/2025	\$147.38 /day		185	Secondary Assignment
7	MARIAN	KIPP	FISCAL CLERK- PURCHASING		BS	01/05/2026	\$25.40 /hour		260	Filling Vacancy
8	ANDREA	MELONE	EDUCATIONAL CONSULTANT II		PATTAN	01/20/2026	\$96,657.00		260	New - Program Need
9	SARAH	NAEGELE	SUB SEC ASGN PARAPROFESSIONAL		HRS	11/13/2025	\$150.23 /day		185	Secondary Assignment

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

**CHANGE OF POSITION:**

#	First Name	Last Name	FROM - Position	Program	Department	TO-Position	Program	Department	Effective Date	Salary	Step	Days of Service	Reason
1	CELESTE	FASIG	PART-TIME PARAEDUCATOR	EARLY INTERVENTION	ECSES	SUB DAILY PARAPROFESSIONAL		HRS	11/20/2025	\$115.00 /day		185	New - Program Need
2	STEPHANIE	FYOCK	PROGRAM SUPPORT LIAISON	PROF SERVICES MULTIPLE PROGRAM	IS	ADMINISTRATIVE ASSISTANT		IS	12/11/2025	\$65,000.00		260	Filling Vacancy
3	STACY	GREINER	PARAEDUCATOR	AUTISTIC SUPPORT	ECSES	SUB DAILY PARAPROFESSIONAL		HRS	11/20/2025	\$115.00 /day		185	New - Program Need
4	JULIE	HILLARD	JOB TRAINER	JOB TRAINER SERVICES	ECSES	ESPA-PROF ECSES INTERN	EMOTIONAL SUPPORT	ECSES	01/12/2026	\$26.06 /hour		190	Moved into Intern Role through 04/24/2026
5	MARY	ISAAC	PARAEDUCATOR 1:1	AUTISTIC SUPPORT	ECSES	ESPA-PROF ECSES INTERN	AUTISTIC SUPPORT	ECSES	01/26/2026	\$19.65 /hour		190	Moved into Intern Role through 05/07/2026
6	HEATHER	NAUMAN	PARAEDUCATOR 1:1	AUTISTIC SUPPORT	ECSES	PARAEDUCATOR	AUTISTIC SUPPORT	ECSES	12/01/2025	\$20.03 /hour	04	185	Filling Vacancy
7	JOHN	OECHSLIN	SUB DAILY PARAPROFESSIONAL		HRS	PARAEDUCATOR	EMOTIONAL SUPPORT	ECSES	11/24/2025	\$18.90 /hour	01	185	Filling Vacancy
8	EMILY	PAPPALARDO	JOB TRAINER	JOB TRAINER SERVICES	ECSES	SUB DAILY PARAPROFESSIONAL		HRS	01/12/2026	\$115.00 /day		185	New - Program Need
9	JENNIFER	REDCAY	SUB DAILY PARAPROFESSIONAL		HRS	PARAEDUCATOR 1:1	AUTISTIC SUPPORT	ECSES	12/01/2025	\$18.90 /hour	01	185	Requested by Ephrata SD
10	JESSICA	RESTREPO	PART-TIME PARAEDUCATOR	EARLY INTERVENTION	ECSES	SUB DAILY PARAPROFESSIONAL		HRS	11/10/2025	\$115.00 /day		185	New - Program Need
11	TAWNIAH	WHITE	SENIOR ACCOUNTANT		BS	PAYROLL SUPERVISOR		HRS	12/01/2025	\$86,000.00		260	New - Program Need
12	BILLIE	WOLFE	SUB DAILY PARAPROFESSIONAL		HRS	PART-TIME PARAEDUCATOR 1:1	AUTISTIC SUPPORT	ECSES	12/01/2025	\$20.41 /hour	05	185	Requested by Annville-Cleona SD

**CHANGE OF STATUS OR SALARY:**

#	First Name	Last Name	FROM - Position	Program	Department	TO-Position	Program	Department	Effective Date	Salary	Step	Days of Service	Reason
1	MICHAEL	ATANASIO	PART-TIME TECH SUPPORT & TRAINING		TS	TECH SUPPORT & TRAINING		TS	01/05/2026	\$25.85 /hour		260	Increase in weekly hours from 24 to 40
2	STACEY	NICARRY	TEACHER OF SPECIAL EDUCATION	CNTR BASED EMOTIONAL SUPPORT	ECSES	TEACHER OF SPECIAL EDUCATION	EARLY INTERVENTION	ECSES	12/15/2025	\$71,288.00	M/02	190	Filling Vacancy
3	ELIZABETH	SMOKER	PART-TIME BEHAVIOR SUPPORT ASSISTANT		ECSES	BEHAVIOR SUPPORT ASSISTANT		ECSES	12/01/2025	\$25.37 /hour	03	185	Filling Vacancy



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

4	CHRISTINE	STEWART	PARAEDUCATOR	AUTISTIC SUPPORT	ECSES	PARAEDUCATOR	AUTISTIC SUPPORT	ECSES	11/12/2025	\$20.03 /hour	04	185	Increase in hours from 6.5 to 7
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HUMAN RESOURCES SERVICES AGENDA  
PERSONNEL ITEMS: LEAVE OF ABSENCE

#	First Name	Last Name	Position	Program	Dept.	Effective Date	Reason
1	00012825				HEAD START	12/08/2025	PSERS Special Sick Leave
2	00013863				SES, SPECIAL EDUC SERVICES	10/29/2025	PSERS Special Sick Leave; Requesting an unpaid non-FMLA leave of absence for 27 calendar days
3	00006197				HEAD START	11/17/2025	PSERS special sick leave. Requesting unpaid, non-FMLA leave of absence for 51 calendar days
4	00010385				SES, SPECIAL EDUC SERVICES	11/17/2025	PSERS Special Sick Leave
5	00012364				4TS TECHNOLOGY SVS, NON-INSTR	11/12/2025	PSERS Special Sick Leave
6	00011135				HEAD START	10/22/2025	PSERS Special Sick Leave; Requesting an unpaid non-FMLA leave of absence for 30 calendar days
7	00012568				IS - ACT 89 NON PUBLIC	11/10/2025	PSERS Special Sick Leave; Requesting unpaid, non-FMLA leave of absence for 55.5 calendar days
8	00013494				2SE SES, NON-INSTRUCTIONAL	11/18/2025	PSERS Special Sick Leave
9	00010546				SES, SPECIAL EDUC SERVICES	11/03/2025	PSERS Special Sick Leave; Requesting an unpaid FMLA leave of absence for 53.5 calendar days
10	00013208				SES, SPECIAL EDUC SERVICES	12/02/2025	PSERS Special Sick Leave; Requesting unpaid non-FMLA leave for 84.5 calendar days
11	00013786				SES- EARLY INTERVENTION	12/17/2025	PSERS Special Sick Leave; Requesting unpaid non-FMLA leave for 69 calendar days
12	00012356				SES, SPECIAL EDUC SERVICES	11/17/2025	Requesting 21 unpaid days
13	00013031				HEAD START	11/10/2025	Requesting unpaid, non-FMLA leave of absence for 56 calendar days
14	00013668				SES, SPECIAL EDUC SERVICES	11/11/2025	Requesting unpaid child rearing leave for 55 calendar days
15	00013825				SES- EARLY INTERVENTION	11/11/2025	Requesting unpaid, non-FMLA leave of absence for 63 calendar days

HUMAN RESOURCES SERVICES ADDENDUM  
PERSONNEL ITEMS: RETIREMENT

**RETIREMENT:**

#	First Name	Last Name	Position	Program	Dept.	Effective Date
1	BETH	GAINER	TEACHER HEALTH & PE	SCHOOL AGE RELATED SERVICES	ECSES	06/04/2026
2	KRISTEN	LEWALD	PROJECT DIRECTOR - STATEWIDE		EDO	03/13/2026

**EARLY RETIREMENT:**

#	First Name	Last Name	Position	Program	Dept.	Effective Date
1	KRISTA	SHELLY	COORDINATOR		HRS	01/09/2026

HUMAN RESOURCES SERVICES ADDENDUM  
PERSONNEL ITEMS: EMPLOYMENT

#	First Name	Last Name	Position	Program	Department	Effective Date	Salary	Step	Days of Service	Reason
1	ERIN	EDWARDS	SPECIAL EDUC CONSULT BEHAVIOR	EMOTIONAL SUPPORT	ECSES	12/08/2025	\$77,719.95	M/04	195	Filling Vacancy
2	BREANA	HUYETT	SUB SEC ASGN PARAPROFESSIONAL		HRS	11/25/2025	\$141.75 /day		185	Secondary Assignment
3	JENNIFER	LENTINE	ITINERANT TEACHER OF SPECIAL EDUCATION	EARLY INTERVENTION	ECSES	02/09/2026	\$80,857.00	M/09	190	Filling Vacancy
4	LEAH	MASTRINE	SUB-SHORT TERM TEACHER SPEECH	EARLY INTERVENTION	ECSES	12/08/2025	\$368.01 /day	M/01	190	Filling Vacancy
5	ALEX	MIKLOS	EDUCATIONAL CONSULTANT II		PATTAN	01/05/2026	\$98,000.00		260	New - Program Need

## **PRIOR BUSINESS**

None.

## **NEW BUSINESS**

None.

## **LEGISLATIVE UPDATE**

Mr. Stem provided a Legislative Update.

## **EXECUTIVE DIRECTOR'S REPORT**

Mr. Stem provided an Executive Director's Report highlighting:

- **Student Achievement:** Two students successfully completed the Certified Nursing Assistant (CNA) program.
- **Holiday Bazaar Success:**
  - 69 mini-business participants
  - 2,865 items sold
  - Gross sales totaled \$10,025
- **Fall Fest Activities:** School-age OT/PT and Speech Therapy students engaged in sensory activities to practice essential skills in a fun, interactive way.
- **Grant Award:** IU13 received a Parker Foundation Grant to purchase speech apps and technology for the ECSES STEM program.
- **Staff Recognition:** IU13 Social Worker Julie Bushong named Pennsylvania Association of School Social Work (PASSWP) Personnel of the Year.
- **Upcoming Event:** Orientation for New School Directors scheduled for January 29, 2026, at the Lancaster Lebanon IU13 Conference and Training Center.

## **BOARD COMMENTS**

Dr. Fullerton expressed appreciation to the new Board Members for joining the IU13 board. He also extended thanks to various IU13 employees in attendance for their contributions and support.

## **PUBLIC COMMENTS**

None.

## **ADJOURNMENT**

The meeting was properly adjourned by Dr. Fullerton at 8:13 PM.

Respectfully submitted,

Gina L. Brillhart  
Board Secretary