

**MINUTES
BOARD OF DIRECTORS
LANCASTER-LEBANON INTERMEDIATE UNIT 13
FEBRUARY 11, 2026**

WORK SESSION

A work session was held prior to the regular meeting, beginning at 5:45 PM. Attending were Board members Dr. Fullerton, Mrs. Herr, Mrs. Beachy, Mrs. Fox, Mrs. Ausel, Mrs. Dieffenbach, Mrs. Groff, Ms. Linton, Mr. Irvin, Ms. Martin, Mr. Putt (virtual), Mr. Morales, Mrs. Murray, Mr. Okonak, Mr. Ondrusek, Mrs. Hentz and Mrs. Shrum. Also present were IU13 staff members Matthew Stem, Dr. Lynette Waller, Gina Brillhart, Flip Steinour, Dr. Peggy Anastasio, Jeremy Sweigart, Amanda Hann, Dr. Titina Brown, Dana Blair, Kara Martin, Jessica Diller, Shannan Guthrie, Leslie Krueel, Kelly Orr, Christine Skrodinsky, Angie McVey, Brian Steigauf, and Kenneth Zimmerman.

Mrs. Brillhart opened the 2026-27 General Operating Budget (GOB) presentation by providing information regarding IU13 funding and programs, Key Performance Indicators (including actual data for 2020-21, 2021-22, 2022-23, 2023-24), IU13 Business Plan, budget development, and budget cycles. Mrs. Hann and Mr. Zimmerman provided information on Instructional Media Services (IMS) including the proposed 2026-27 budget and district contributions, services and supports, and overview of major resources. Mrs. Brillhart reviewed the General Operating Budget – Core Program of Services proposed 2026-27 budget as well as next steps in the budgeting process. Mr. Stem provided a mid-year report on the IU13 Elevated Commitments and Vision Work. Board Committee meetings followed the close of the Work Session.

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. Fullerton, President.

PLEDGE OF ALLEGIANCE

ROLL CALL

Board Members Present:

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
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
Dr. Joseph Fullerton, Penn Manor
Luis Morales, School District of Lancaster
Jane Ausel, Solanco
Daniel Woolley, Warwick

Absent:

Dr. Kathleen Blouch, Annville Cleona
Tim Stauffer, Ephrata Area
Michael Fisher, Pequea Valley

Vacant:

Donegal

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
Amanda Hann, Director, Instructional Services
Dr. Peggy Anastasio, Director, Early Childhood and Special Education Services
Jeremy Sweigart, Director, Early Childhood and Special Education Services
Dr. Angela Kirby, Director, PaTTAN
Dana Blair, Program Director, Early Childhood and Special Education Services
Kara Martin, Program Director, Early Childhood and Special Education Services
Dr. Titina Brown, Program Director, Early Childhood and Special Education Services
Shannan Guthrie, Program Director, Executive Director Office
Jessica Diller, Program Director, Technology Services
Brian Steigauf, Project Director, Technology Services
Christina Dimitrius, Head Start Director, Early Childhood and Special Education Services
Ken Zimmerman, Associate Program Director, Instructional Services
Chris Skrodinsky, Associate Program Director, Business Services
Chanda Telleen, Supervisor, Early Childhood and Special Education Services
Leslie Kruel, Executive Assistant, Business Services
Officer Gerace, Executive Director Office

Guests:

Jim Barcheski, Auditor, Brown Plus
Lauren Fenner, Auditor, Brown Plus

CORRECTIONS/ADDENDA

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

Dr. Fullerton announced two corrections to the agenda to remove Item VII-Presentation and Item XVI-New Business.

APPROVAL OF TONIGHT'S AGENDA

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

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

PUBLIC COMMENTS SPECIFIC TO THE AGENDA

None.

APPROVAL OF JANUARY 14, 2026 BOARD MINUTES

On a motion by Mr. Woolley and a second by Mr. Morales, the minutes of the January 14, 2026, Board meeting were approved as presented.

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

Dr. Fullerton appointed Mrs. Shrum to replace Mr. Buckwalter on the Nominating Committee. The Nominating Committee includes Mr. Irvin and Mrs. Shrum.

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 January 31, 2026:

- A. Cash Reconciliation (Treasurer's Report – Cash and Investments)
- B. Investments (Treasurer's Report – Cash and Investments)
- C. Cash Reconciliation (School-to-Work and Special Education Activity Funds)
- D. Budget Expenditure Report (Treasurer's Report – Expenditure Report)
- E. 2025-26 Program Budget Reconciliation (Treasurer's Report – Budget Reconciliation)
- F. Check Register in the amount of \$18,718,564.37

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

BOARD REPORTS

Mrs. Groff provided an update regarding PSBA activities.

CORRESPONDENCE

None.

BUSINESS SERVICES

On a motion by Mr. Ondrusek and a second by Mrs. Dieffenbach, 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.)

- C. First Reading of the 2026-27 General Operating Budget (GOB). (Reference Business Services Exhibit C)

The GOB includes:

Program 1100/1111	Core Program of Services	Budget: \$2,222,090
Program 5105	Instructional Media Services	Budget: \$1,030,759

(Purpose: School Code requires intermediate units to submit a program of services for the next school year to the Pennsylvania Department of Education (PDE) on or before May 1st, annually. IU13 Board Policy 604 provides guidelines for the Core Program of Services and Instructional Media Services budget adoption process.)

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

On a motion by Mr. Ondrusek and a second by Mrs. Dieffenbach, the Board accepted Business Services Consent Agenda Item D:

- D. Presentation of 2024-25 local audit report. A representative from Brown Plus Accountants and Advisors will present the report.

Mr. Ondrusek deferred to Ms. Chris Skrodinsky, Associate Program Director, Business Services, who introduced the auditors, Lauren Fenner and Jim Barcheski, from Brown Plus. Jim Barcheski provided an audit report to the Board. Results included compliance with all federal programs, and he noted that IU13 is in a sound financial condition.

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

Mr. Stem commended Mrs. Brillhart and her team for their efforts.

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	STRATEGIC LEADERSHIP K-12	7/1/25-6/30/26	Not to exceed \$19,000.00	Consultation, professional development, and resource development	Amendment 3 of C2560098, originally approved on 06/05/2025; amended on 10/08/2025 and 01/14/2026. This amendment increases the contract by \$1,425, for a new total of \$19,000, to continue PVAAS 1:1 services, design and development feedback on professional learning materials, and professional development relevant to LEA administrators statewide.	Contract is under the IU13 Certified Low Risk Procurement Threshold of \$50,000
2.	Business (EDO)	021 STATEWIDE PROJECTS	PROFESSIONAL (Amendment)	State	W&L DIXON ENTERPRISES LLC	7/1/25-6/30/26	Not to exceed \$13,775.00	Consultation, professional development, and resource development	Amendment 1 to C2560119, originally approved on 6/23/25 and amended on 1/14/26. This revision increases the contract by \$1,425.00 for a new contract total of \$13,775.00, to continue to provide statewide PVAAS 1:1 services to LEAs & new school leaders.	Contract is under the IU13 Certified Low Risk Procurement Threshold of \$50,000
3.	Business (PaTTAN)	020 PATTAN	PROFESSIONAL	Federal	PEDERSEN EDUCATION STRATEGY CONSULTING LLC	2/12/26-6/30/26	Not to exceed \$27,500.00	Professional Services	To provide professional services developing a district Response To Intervention (RTI) guidance resource as well as an administrator-focused Multi-Tiered System of Supports implementation guide.	Contract is under the IU13 Certified Low Risk Procurement Threshold of \$50,000

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	9/30/25-9/30/26	\$61,704.00	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)	020 PATTAN	Local	TUSCARORA IU 11	7/1/25-6/30/26	Not to exceed \$98,320.00	Consultant Services	Amendment of Agreement C2560093, approved by Board 6/25/25. This amendment increases the total contract by \$40,000.00, as PaTTAN has assumed a larger share of the overall cost of these services than originally anticipated. Total cost now \$98,320.00.

EARLY CHILDHOOD AND SPECIAL EDUCATION SERVICES

On a motion by Mrs. Groff and a second by Mr. Okonak, the Board approved Early Childhood and Special Education Services 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.)

Mrs. Groff shared information regarding Head Start Monitoring, Spring Student Bazaars and staffing.

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

ECSES Contracts
 Marketplace Activities

No.	Dept.	SBU/SSU	Name	Type	Term	Revenue	Service Provided	Explanation
1.	ECSES	011 SPECIAL EDUCATION CLASSROOM SERVICES	SCHOOL DISTRICT OF LANCASTER	Customer/Revenue	7/1/25-6/30/26	\$1,854,399.10	IU13 District Consortium	To provide special education services to eligible school-age children attending classrooms in Lancaster County at the request of member school districts. The services will be billed per the projected worksheet under a consortium model of pooled resources and shared risk. A full reconciliation of actual costs will be completed at the end of the year.
2.	ECSES	012 ITINERANT SOLUTIONS	ELIZABETHTOWN AREA SCHOOL DISTRICT	MARKETPLACE (Amendment)	7/1/25-6/30/26	\$108,780.00	Special Education - Job Training Services	Amendment of C40420 originally approved on October 15, 2025 for \$77,700.00. This revision increases the contract amount by \$31,080.00 for a revised total of \$108,780.00. The increase is needed for the additional two (2) days a week that were not accounted for in the original contract. Additional services already rendered will be billed retroactively.
3.	ECSES	012 ITINERANT SOLUTIONS	SCHOOL DISTRICT OF LANCASTER	Customer/Revenue	7/1/25-6/30/26	\$78,500.00	Special Education Services - Speech and Language Itinerant Services	To furnish speech and language therapists to provide evaluation/consultation/treatment services as requested by the school district. The services will be billed at the rate of \$157.00/hour. The rate applies but is not limited to on-site evaluation/consultation/treatment time, offsite follow-up documentation/consultation time, and travel time between schools.
4.	ECSES	012 ITINERANT SOLUTIONS	SCHOOL DISTRICT OF LANCASTER	Customer/Revenue	7/1/25-6/30/26	\$79,500.00	Special Education Services – Itinerant Occupational and Physical Therapy	To furnish occupational/physical therapists to provide evaluation/consultation/treatment services as requested by the school district. The services will be billed at the rate of \$159.00/hour. The rate applies but is not limited to on-site evaluation/consultation/treatment time, offsite follow-up documentation/consultation time, and travel time between schools.

MINUTES

ECSES Contracts
 Marketplace Activities

No.	Dept.	SBU/SSU	Name	Type	Term	Revenue	Service Provided	Explanation
5.	ECSES	012 ITINERANT SOLUTIONS	SCHOOL DISTRICT OF LANCASTER	Customer/Revenue	7/1/25-6/30/26	\$466,200.00	Special Education Services - Job Training Services	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 \$395.00/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.
6.	ECSES	012 ITINERANT SOLUTIONS	YORK SUBURBAN SCHOOL DISTRICT	Customer/Revenue	7/1/25-6/30/26	\$1,709.30	Special Education Services – Itinerant Occupational and Physical Therapy	To furnish occupational/physical therapists to provide evaluation/consultation/treatment services as requested by the school district. The services will be billed at the rate of \$170.93/hour. The rate applies but is not limited to on-site evaluation/consultation/treatment time, offsite follow-up documentation/consultation time, and travel time between schools.

INSTRUCTIONAL, TECHNOLOGY AND FACILITIES SERVICES

On a motion by Mrs. Martin and a second by Mr. Morales, 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-18, No-0, Absent-3, Vacant-1

Instructional, Technology, and Facilities Services Contracts

No.	Dept.	SBU/SSU	Contract Type	Source	Contractor	Term	Cost	Scope	Explanation	Procurement
1.	IS	002 COMMUNITY EDUCATION	PROFESSIONAL (Amendment)	Local	SO GOOD MEDIA LLC	7/1/25-6/30/26	\$12,500.00	FileMaker System Improvement	Amendment of C2560074 not previously required for board approval. This revision is to increase the contract amount by \$5,000.00 for a revised amount of not to exceed \$12,500.00 annually. The increase is needed for additional improvement and new functionality to the FileMaker database.	Contract is under the IU13 Certified Low Risk Procurement Threshold of \$50,000
2.	IS	007 STUDENT SERVICES	PROFESSIONAL	State	XELLO INC	7/1/26-6/30/28	\$20,450.00	Supporting Non Public students' Career and Post secondary Readiness	To provide nonpublic school elementary students the opportunity to build self-knowledge and explore post-secondary option and career readiness while supporting staff through Professional development learning.	Contract is under the IU13 Certified Low Risk Procurement Threshold of \$50,000
3.	IS	024 EDUCATIONAL TECHNOLOGY	PROFESSIONAL	Local	DIGITALIS EDUCATION SOLUTIONS INC	2/1/26-4/30/26	\$36,865.00	Purchase of portable planetarium software and dome	To provide a versatile, immersive portable planetarium environment that facilitates interactive instruction in astronomy, Earth science, physics, history, and social sciences. By leveraging high-engagement visual technology, this purchase aims to deliver a cost-effective, multi-disciplinary learning solution that moves beyond traditional textbooks by using captivating 3D environments to make tough topics easier to grasp.	Contract is under the IU13 Certified Low Risk Procurement Threshold of \$50,000
4.	TS	013 OPERATIONS AND INFRASTRUCTURE	PROFESSIONAL	Local	SUPPLYSOURCE INC	2/11/26-6/30/26	\$11,304.00	Burle Furniture transport and reassembly	To provide furniture transport from 850 Greenfield Road, Lancaster to our Burle board room location and complete reassembly upon delivery.	Contract is under the IU13 Certified Low Risk Procurement

HRS Contracts

No.	Dept.	SBU/SSU	Contract Type	Source	Contractor	Term	Cost	Scope	Explanation	Procurement
1.	HRS	001 ADMIN AND MGMT SERVICES	PROFESSIONAL	Federal, Local	MARY DORMAN	1/23/26-6/30/26	\$22,895.00	Develop and deliver trainings for IU13 staff	To provide planning, implementation and facilitation of training around organizational trauma informed approaches.	Contract is under the IU13 Certified Low Risk Procurement Threshold of \$50,000
2.	HRS	001 ADMIN AND MGMT SERVICES	EXTERNAL (Amendment)	Local	NORMANDY DEVELOPMENT LP	4/25/26-5/3/26	Not to exceed \$46,000.00	HR Exchange Conference venue for 2026	Amendment of C2560289 originally approved 11/12/2025. This revision adds an additional \$1,000.00 to the contract for the addition of a special dinner. The revised contract total is \$46,000.00.	Contract is under the IU13 Certified Low Risk Procurement Threshold of \$50,000
3.	HRS	013 OPERATIONS AND INFRASTRUCTURE	EXTERNAL	Local	MAZZITTI AND SULLIVAN EAP SERVICES	1/1/26-12/31/26	\$50,000.00	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). The yearly cost will be \$50,000.00.	Sole Source
4.	HRS	018 INT SVC FUNDS-EMP BEN	EXTERNAL (Amendment)	Local	GENOMIC LIFE INC	1/1/25-6/30/26	\$353,000.00	Cancer screening test that will be made available as a benefit offering to program Eligible Participant	Amendment of contract ID 38643 originally approved on 1/15/2025. The contract is extended to 06/30/2026. This revision increases the contract by \$3,000.00 for a new contract total of \$353,000.00 to pay for navigation services for members needing follow-up care from initial cancer screening.	Sole Source
5.	HRS	018 INT SVC FUNDS-EMP BEN	EXTERNAL	Local	TELEMEDICINE MANAGEMENT INC	1/1/26-12/31/26	\$50,000.00	To provide Telehealth Services to all eligible employees	To provide Telehealth Services to all eligible employees, not to exceed \$3.39 PEPM, through December 31, 2026.	Sole Source

HUMAN RESOURCES SERVICES AGENDA
PERSONNEL ITEMS: RESIGNATION

#	First Name	Last Name	Position	Program	Dept.	Effective Date	Reason
1	AMANDA	COLE	READING SPECIALIST/MATH INSTRUCTOR	NON-PUBLIC	IS	01/02/2026	PERSONAL REASONS
2	CHRISTINA	COX	SUB DAILY PROFESSIONAL AND PARAPROFESSIONAL		HRS	01/12/2026	PERSONAL REASONS
3	MEGAN	DONACHY	PARAEDUCATOR	EMOTIONAL SUPPORT	ECSES	02/13/2026	PERSONAL REASONS
4	HANNAH	MCKENNON	PARAEDUCATOR 1:1	AUTISTIC SUPPORT	ECSES	01/16/2026	ALTERNATE EMPLOYMENT
5	KATHY	STEINOUR	READING SPECIALIST/MATH INSTRUCTION	NON-PUBLIC	IS	05/28/2026	PERSONAL REASONS
6	NATALIE	WARDROP	TEACHER OF SPEECH CORRECTION	EARLY INTERVENTION	ECSES	02/09/2026	ALTERNATE EMPLOYMENT

HUMAN RESOURCES SERVICES AGENDA
PERSONNEL ITEMS: RETIREMENT

RETIREMENT:

#	First Name	Last Name	Position	Program	Dept.	Effective Date
1	SERGEY	AKIMOV	FACILITY ASSISTANT- II		PATTAN	05/15/2026
2	JUDY	BARTELS	PARAEDUCATOR- II	CNTR BASED EMOTIONAL SUPPORT	ECSES	06/03/2026
3	LORI	BLANTZ	SUPERVISOR II		ECSES	06/26/2026
4	DONNA	BUSS	SC SPEECH CORRECTION	EARLY INTERVENTION	ECSES	06/30/2026
5	NYAMBURA	BYLER	COMMUNITY EDUCATION ADVISOR	COMMUNITY EDUCATION	IS	02/26/2026
6	RANDY	ELDRIDGE	SUPERVISOR I		PATTAN	04/30/2026
7	FONTES-EISENHOWER	SUSAN	PARAEDUCATOR	CNTR BASED EMOTIONAL SUPPORT	ECSES	06/03/2026
8	PATTY	GASS	PARAEDUCATOR	CNTR BASED EMOTIONAL SUPPORT	ECSES	08/03/2026
9	MICHAEL	HAMERSKY	TEACHER OF SPECIAL EDUCATION	EMOTIONAL SUPPORT	ECSES	06/04/2026
10	KIRK	HUMMEL	JOB TRAINER	JOB TRAINING SERVICES	ECSES	05/29/2026
11	LINDA	LENTZ	TEACHER OF SPECIAL EDUCATION	EARLY INTERVENTION	ECSES	06/17/2026
12	CAROL	MARKLEY	PSYCHOLOGIST	NON-PUBLIC	IS	06/05/2026
13	BRYAN	MILLER	PSYCHOLOGIST	EARLY INTERVENTION	ECSES	06/17/2026
14	KELLY	NEDROW	TEACHER OF VISUALLY IMPAIRED	SENSORY IMPAIRED	ECSES	05/29/2026
15	GILDA	PICIOCCIO	TEACHER OF SPECIAL EDUCATION	MULTIPLE DISABILITIES SUPPORT	ECSES	06/04/2026
16	ROBERTS	ALAN	TEACHER OF SPECIAL EDUCATION	CNTR BASED EMOTIONAL SUPPORT	ECSES	06/03/2026
17	D MICHELE	TAPPANY	ELEMENTARY SCHOOL COUNSELOR	NON-PUBLIC	IS	06/05/2026
18	DORY	VOULOPOS	FINANCIAL ANALYST		BS	06/29/2026
19	PAMELA	WUNDERLICH	TEACHER OF SPECIAL EDUCATION	MULTIPLE DISABILITIES SUPPORT	ECSES	06/08/2026

HUMAN RESOURCES SERVICES AGENDA
PERSONNEL ITEMS: EMPLOYMENT

#	First Name	Last Name	Position	Program	Department	Effective Date	Salary	Step	Days of Service	Reason
1	JESSICA	CUSTER	PARAEDUCATOR	ITINERANT LEARNING SUPPORT	ECSES	02/02/2026	\$18.90 /hour	01	185	New - Program Need
2	MARCIA	HENCMANN	EARLY CHILDHOOD LEARNING SPECIALIST	HEAD START	ECSES	02/09/2026	\$41.67 /hour	01	200	New - Program Need
3	FANNY	KERZABI	PARAEDUCATOR 1:1	DIAGNOSTIC KINDERGARTEN	ECSES	02/02/2026	\$18.90 /hour	01	185	Requested by Donegal SD
4	BRENNAN	MCFALL	ADJUNCT ADVISOR	COMMUNITY EDUCATION	IS	01/28/2026	\$21.71 /hour		259	New - Program Need
5	SCARLETT	MCMULLAN	PART-TIME TEACHER OF SPEECH CORRECTION	EARLY INTERVENTION	ECSES	03/23/2026	\$38,060.50	M+15/04	95	New - Program Need
6	DIANA	SCIPIONI	SUB DAILY PROFESSIONAL and PARA		HRS	01/30/2026	\$135.00 /day		190	New - Program Need
7	LINDSAY	STOUCH	SUB DAILY PARAPROFESSIONAL		HRS	02/16/2026	\$115.00 /day			Secondary Assignment
8	LINDSAY	STOUCH	SUB SEC ASGN PROFESSIONAL		HRS	02/16/2026	\$472.58 /day			Secondary Assignment
9	KIARA	VASQUEZ	SUB DAILY PARAPROFESSIONAL		HRS	02/02/2026	\$115.00 /day		185	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	Department	TO-Position	Program	Department	Effective Date	Salary	Step	Days of Service	Reason
1	AMY	BENSON	PARAEDUCATOR	EARLY INTERVENTION	ECSES	PARAEDUCATOR	CNTR BASED EMOTIONAL SUPPORT	ECSES	01/09/2026	\$24.45 /hour	15	185	Filling Vacancy
2	PATRICIA	DIMITRIOU	EHS/ELECT DIRECTOR	HEAD START	ECSES	HS DIRECTOR/LEBANON BLDG MGR	HEAD START	ECSES	03/02/2026	\$101,000.00		260	Start date is pending necessary approvals required by OHS regulations
3	MEGAN	DONACHY	RBT PARAEDUCATOR	AUTISTIC SUPPORT	ECSES	PARAEDUCATOR	EMOTIONAL SUPPORT	ECSES	01/20/2026	\$20.03 /hour	04	185	Filling Vacancy
4	JENNA	ENGLE	HS/EC ASSISTANT	HEAD START	ECSES	SUB DAILY PARAPROFESSIONAL		HRS	02/09/2026	\$115.00 /day			New - Program Need
5	MICHELLE	KAUFFMAN	JOB TRAINER	JOB TRAINING SERVICES	ECSES	PARAEDUCATOR 1:1	AUTISTIC SUPPORT	ECSES	01/23/2026	\$20.41 /hour	05	185	Requested by Manheim Central SD
6	PHYLLIS	MWANGI	SUB SHORT TERM- PROF	EMOTIONAL SUPPORT	ECSES	SUB DAILY PROFESSIONAL and PARA		HRS	01/26/2026	\$135.00 /day		190	Successfully completed short term assignment. Moving into previous position
7	PHYLLIS	MWANGI	SUB DAILY PROFESSIONAL and PARA		HRS	SUB SHORT TERM	EARLY INTERVENTION	ECSES	02/02/2026	\$342.11 /day	B/01	89	Filling Vacancy
8	ALANNA	WOODY	DESKTOP PUBLICATIONS AND COMMUNICATIONS LIAISON		EDO	DIGITAL CONTENT COORDINATOR		EDO	02/02/2026	\$60,000.00		260	New - Program Need

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	MELISSA	HAYES	TEACHER OF SPECIAL ED FLOATER	EARLY INTERVENTION	ECSES	TEACHER OF SPECIAL ED FLOATER	EARLY INTERVENTION	ECSES	01/12/2026	\$69,430.00	B+15/03	190	Update to salary schedule based on verified credits
2	MARY	ISAAC	PARAEDUCATOR 1:1	AUTISTIC SUPPORT	ECSES	ESPA-PROF EC/SES INTERN		ECSES	01/20/2026-05/07/2026	\$19.65 /hour	03	185	Change in effective dates approved at December Board
3	STACY	KERSHNER	PARAEDUCATOR 1:1	MULTIPLE DISABILITIES SUPPORT	ECSES	PARAEDUCATOR 1:1	MULTIPLE DISABILITIES SUPPORT	ECSES	01/06/2026	\$19.28 /hour	02	185	Increase in hours from 6.5 to 7
4	JILLIAN	RIVERA	PARAEDUCATOR 1:1	MULTIPLE DISABILITIES SUPPORT	ECSES	PARAEDUCATOR 1:1	SCHOOL TO WORK	ECSES	01/09/2026	\$19.28 /hour	02	185	Requested by Northern Lebanon SD
5	CHRISTINE	STEWART	PARAEDUCATOR 1:1	AUTISTIC SUPPORT	ECSES	PARAEDUCATOR 1:1	AUTISTIC SUPPORT	ECSES	01/14/2026	\$20.03 /hour	04	185	Increase in hours from 7 to 7.25

HUMAN RESOURCES SERVICES AGENDA
PERSONNEL ITEMS: LEAVE OF ABSENCE

#	First Name	Last Name	Position	Program	Dept.	Effective Date	Reason
1	00013161				SES, SPECIAL EDUC SERVICES	12/08/2025	PSERS Special Sick Leave
2	00012936				SES, SPECIAL EDUC SERVICES	01/30/2026	PSERS Special Sick Leave
3	00013568				SES, SPECIAL EDUC SERVICES	01/29/2026	PSERS special sick leave
4	00012365				9PA PATTAN, NON-INSTRUCTIONAL	02/09/2026	PSERS Special Sick Leave; requesting unpaid-non-FMLA leave of absence for 21 calendar days
5	00010546				SES, SPECIAL EDUC SERVICES	02/13/2026	PSERS Special Sick Leave continues; Requesting an unpaid non-FMLA leave of absence for 20 calendar days
6	00001850				SES, SPECIAL EDUC SERVICES	01/01/2026	PSERS Special Sick Leave continues; Requesting an unpaid non-FMLA leave of absence for an additional 154 calendar days
7	00002824				SES- EARLY INTERVENTION	07/01/2026	Request for Professional Development (i.e., Educational Sabbatical) for one term
8	00011616				SES, SPECIAL EDUC SERVICES	02/04/2026	Requesting unpaid, non-FMLA leave of absence for 107 calendar days to complete Student Teaching requirements
9	00013494				2SE SES, NON-INSTRUCTIONAL	01/07/2026	PSERS Special Sick Leave continued. Requesting unpaid non-FMLA days for 32 calendar days
10	00012950				SES, SPECIAL EDUC SERVICES	12/17/2025	PSERS Special Sick Leave; Requesting unpaid, non-FMLA leave of absence for 23 calendar days
11	00012631				SES- EARLY INTERVENTION	03/24/2026	Requesting unpaid, childrearing leave for 107 calendar days
12	00013813				SES, SPECIAL EDUC SERVICES	01/12/2026	Requesting unpaid Non-FMLA leave of absence for 63.5 calendar days
13	00013710				SES, SPECIAL EDUC SERVICES	02/02/2026	Requesting an additional 29 calendar days of unpaid, non-FMLA leave
14	00001579				SES- EARLY INTERVENTION	01/31/2026	PSERS Special Sick Leave continues; Requesting an unpaid non-FMLA leave of absence for an additional 28 calendar days

HUMAN RESOURCES SERVICES ADDENDUM
PERSONNEL ITEMS: RESIGNATION

#	First Name	Last Name	Position	Program	Dept.	Effective Date	Reason
1	FAREN	FRATINI	TEACHER OF SPECIAL EDUCATION	EARLY INTERVENTION	ECSES	02/05/2025	PERSONAL REASONS

HUMAN RESOURCES SERVICES ADDENDUM
PERSONNEL ITEMS: RETIREMENT

#	First Name	Last Name	Position	Program	Dept.	Effective Date
1	KARA	HENNING	SEC SPEECH CORRECTION	RELATED SERVICES	ECSES	6/5/2026

HUMAN RESOURCES SERVICES ADDENDUM
PERSONNEL ITEMS: EMPLOYMENT

#	First Name	Last Name	Position	Program	Department	Effective Date	Salary	Step	Days of Service	Reason
1	TEAGAN	GALLAGHER	TEACHER OF SPECIAL ED FLOATER	EARLY INTERVENTION	ECSES	03/02/2026	\$65,001.00	B/01	190	Filling Vacancy
2	AMANDA	HAULMAN	RBT PARAEDUCATOR	AUTISTIC SUPPORT	ECSES	02/23/2026	\$19.28 /hour	02	185	New - Program Need
3	KELLY	MCKIVIGAN	SEC SPECIAL EDUCATION	AUTISTIC SUPPORT	ECSES	04/06/2026	\$83,431.39	M+30/05	195	Filling Vacancy

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:

- **Pennsylvania Education Technology Expo and Conference Support:** Numerous IU13 staff members led Edcamp sessions, coordinated the Student-Centered Learning Summit, Online Learning Summit, and statewide Community of Practice events; provided summit leadership and board oversight; and presented on securing enterprise telephone networks.
- **Entrepreneurship:** IU13 students participated in a hands-on opportunity to operate a mock hot cocoa bar using assistive technology. Students simulated running a small business from start to finish.
- **Food Drive:** Student interns at Moravian Manor collected over 370 pieces/470 pounds of food for the Warwick Community Chest.
- received a Bosch Grant, allowing for the purchase of an upgraded Digitarium Mu projector.
- **Community Partnership:** *Delta Waterfowl* magazine article highlights our students' hands-on conservation work when more than 200 students learned about conservation. In collaboration with Delta Waterfowl's chapters, volunteers and the PA Game Commission student were given hands-on opportunities during field trips to Middle Creek Wildlife Management Area.
- **Organ and Tissue Donation Awareness:** IU13 administers this program on behalf of PDE serving over 14,000. The Public Service Announcement Challenge: "The Power of 1" was announced. Here is the [winning video](#).
- **Spring Student Bazaars:** Lebanon County: Thursday, March 12, from 9 AM – 1 PM at Stoneridge Retirement Living Communities, 440 East Lincoln Avenue, Myerstown. Lancaster County on Thursday, March 26, 9 AM – 1 PM at the Conference and Training Center at IU13.

BOARD COMMENTS

Dr. Fullerton announced that Statements of Financial Interest forms are being distributed and the deadline for submission is May 1, 2026. He also shared a board favor from Vibrant Prints, a student mini business.

Mr. Irvin shared that the Red Cross needs blood donors and encouraged everyone to consider donating.

PUBLIC COMMENTS

None.

ADJOURNMENT

The meeting was properly adjourned by Dr. Fullerton at 8:20 PM.

Respectfully submitted,

Gina L. Brillhart
Board Secretary