

MINUTES
CARBON LEHIGH INTERMEDIATE UNIT
BOARD OF DIRECTORS

**CARBON LEHIGH INTERMEDIATE UNIT #21
4210 INDEPENDENCE DRIVE
SCHNECKSVILLE, PA**

MONDAY, JULY 15, 2024

6:30 P.M. - REGULAR MEETING – BOARD ROOM

Meeting No. 644

CALL TO ORDER

President George Williams called the six hundredth and forty fourth meeting of the Carbon Lehigh Intermediate Unit Board of Directors to order at 6:30 p.m.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance followed the Call to Order.

ATTENDANCE

Board Members in Attendance: Jason Bashaw, Dr. William Whitney, Richard Flacco, Jeremy Glaush, Gale Husack, Sherry Haas, Anthony DeMarco, Laura McKelvey, Emily Gehman, and George Williams. Board Member Absent: Andrene Brown-Nowell, Jennifer Senavaitis, and Barbara Sipler. Staff: Dr. Gregory S. Koons, Gretchen Boyer, George Husack, Eric Lech, Sean LeDonne, Dr. Cathy Nelson, Randy Parry, Jennifer Roselli, David Russell, Dr. Lisa Schumacher, Dr. Mark Scott, Kim Talipan; Mark Crenshaw, IT support; Dr. Molly Flood, Special Programs and Services Supervisor for G-Club presentation; and Maia Geiger, CLIU Social Worker for G-Club presentation. Also in attendance: Annette Wilcox, candidate for CLIU Board Director representing the Parkland School District; Emily Schaffer, G-Club attendee; Lisa Schaffer, Emily's parent; Samantha Weaver, G-Club attendee; Marci Weaver, Samantha's parent, and Ellis Katz, Esq., Solicitor.

AUDIENCE INPUT ON AGENDA

There was no audience input on the agenda.

APPOINTMENT OF CLIU BOARD MEMBER

- MOTION: The Carbon Lehigh Intermediate Unit Board of Directors hereby appoints Annette Wilcox, Parkland School District, to serve on the Carbon Lehigh Intermediate Unit Board of Directors, effective July 15, 2024, until the CLIU Board Annual Election in the spring of 2024.

Moved: Gale Husack; Seconded: Jeremy Glaush; Vote: Yes - 10; No - 0; Abstentions - 0; Absent - 3.

The Board welcomed Ms. Annette Wilcox. All votes from this point forward will reflect those of Ms. Wilcox.

APPROVAL OF THE JUNE 17, 2024 CLIU BOARD OF DIRECTORS MEETING MINUTES

- MOTION: The Carbon Lehigh Intermediate Unit Board of Directors approves the minutes of the June 17, 2024 meeting as presented.

Moved: Jeremy Glaush; Seconded: Sherry Haas; Vote: Yes - 11; No - 0; Abstentions - 0; Absent - 3.

BOARD PRESIDENT'S REPORT

President Williams mentioned that the CLEA agreement has been provided to everyone. He then announced that the IU has welcomed a new member, Media & Communications Specialist Dominic Barone recently had a baby boy. President Williams encouraged the Board to congratulate Dominic when they see him at an upcoming event.

CORRESPONDENCE TO THE BOARD/CLIU UPDATE

Dr. Koons gave the following updates to the Board noting that at each of their places is the finalized CLEA agreement and a list of CLIU business affiliations.

CLIU Golf Tournament

Dr. Koons congratulated the Golf Tournament Planning Committee on a very successful event, noting this year's profit was **\$15,015.27**. He reminded the Board that the funds that are raised support our two facility dogs as well as scholarships for the G-Club tuition at Camp Moseywood.

2024-25 CLIU Organizational Goals

Dr. Koons noted that the Organizational Goals are formatted into a one-page document to view easily.

He then said he is happy to announce the 2024-2025 theme, "Beyond All Limits!". Dr. Koons commented that the focus this year will challenge CLIU staff to think outside the box and create opportunities for student success with an overarching focus on the whole student. He said highlighted areas will include art, music, athletics, and esports.

G-Club

Dr. Koons mentioned the special presentation this evening of the G-Club Program noting it will be led by Dr. Molly Flood and Maia Geiger along with two students, Samantha Weaver & Emily Schaffer.

G-CLUB PRESENTATION

Dr. Molly Flood, Supervisor of Special Programs and Services, commenced her G-Club presentation with a video created by Maia Geiger, a CLIU social worker, who was also in attendance. The video highlighted the enjoyable experiences of the girls during their time at camp. Two campers, Emily Schaffer, representing Allentown school district, and Samantha Weaver, representing Southern Lehigh school district, and their guardians Lisa Schaffer and Marci Weaver, respectively, attended the Board meeting to share their experiences and answer questions. Samantha also read her own testimonial, expressing the fun she had at the camp:

"I would like to thank you for letting us have a wonderful experience of a lifetime that we may not have been able to have. Since I was able to start the program in 6th grade, I look forward to this every summer to have fun outdoors with friends I have known awhile and making new ones. My experience with this program grows every year, and one year I am hoping to build enough confidence to do the ziplining. I really enjoyed our dance party in the rain!! I hope you continue this program for many years, so girls with special needs can have a chance to experience the great outdoors. Thank you."

The G-Club experience is generously supported by the Carbon Lehigh Special Needs Children's Foundation, whose primary fundraiser is the annual golf tournament. We extend our gratitude to the campers for sharing their stories with the Board.

REVIEW OF PROPOSED CLIU ORGANIZATIONAL GOALS

Dr. Gregory Koons reviewed the 2024-2025 CLIU Organizational Goals, highlighting the four recurring objectives: collaboration, communication, service and commitment, and quality and economy. Dr. Koons introduced the 2024-2025 theme, "Beyond All Limits," indicating this theme will mark the beginning of breaking down professional silos. He outlined the main deliverables of these goals, including the implementation of the 2024-2027 Comprehensive Plan, enhancing interdepartmental collaboration, and providing support to districts in implementing PDE initiatives.

REVIEW OF PROPOSED CLIU ORGANIZATIONAL GOALS (continued)

President Williams took a moment to update the Board that there will be a new evaluation tool for the next Board evaluation of the Executive Directors. He said the updated application will allow for the Board to input information throughout the year on the Executive Directors performance, making a summary at the end of the year much easier. After a brief conversation the following motion was brought to the floor:

- MOTION: The Carbon Lehigh Intermediate Unit Board of Directors approves the CLIU #21 Organizational Goals for the 2024-2025 school year as presented.

Moved: Anthony De Marco; Seconded: Jeremy Glaush; Vote: Yes - 11; No - 0; Abstentions - 0; Absent - 3.

FISCAL MATTERS

- MOTION: The Carbon Lehigh Intermediate Unit Board of Directors approves the following fiscal matters as presented:

Treasurer's Report

Treasurer's Report for the month ended June 30, 2024 as presented.

Bills to be Ratified

Ratification of bills as follows:

June 10, 2024 through June 30, 2024 in the amount of \$6,058,851.67.

July 1, 2024 through July 7, 2024 in the amount of \$468,746.01.

Bills to be Approved

Payment of bills for July 15, 2024 as listed: Bills for Approval – 07/15/2024 - \$1,787,515.20.

Lease Agreement

Approve lease between Jacob's Church and Carbon Lehigh Intermediate Unit #21 for 8373 Kings Highway, New Tripoli PA commencing September 15, 2024 and expiring June 15, 2025 Special Programs and Services budget – Work Based Learning (Life House).

Moved: Sherry Haas; Seconded: Gale Husack; Vote: Yes - 11; No - 0; Abstentions - 0; Absent - 3.

PERSONNEL MATTERS

- MOTION: The Carbon Lehigh Intermediate Unit Board of Directors approves the following personnel matters as presented:

Resignations

Resignation of the following person(s):

Nicole Velazquez, Substitute Vehicle Driver/Vehicle Assistant, effective the close of business June 17, 2024.

Clifford Castoral, Special Education Facilitator and Contracted Special Education Facilitator, effective the close of business August 15, 2024.

Zoya Mohammad, Substitute Teacher and Instructional Assistant, effective the close of business June 24, 2024.

Amanda David, Educational Consultant, Contracted Educational Consultant and Contracted Safety Care Trainer, effective the close of business August 8, 2024.

Nicole Smith, Classroom Nurse, effective the close of business June 12, 2024.

PERSONNEL MATTERS (continued)

Resignations (continued)

Kristen Temprine, Educational Consultant, Contracted Educational Consultant, Contracted IEP Pilot Participant and Summer Employment Pool Professional Staff, effective the close of business June 13, 2024.

Debra Warner Hoffman, Certified Occupational Therapy Assistant, effective the close of business June 18, 2024.

Kimberly Phillips, Educational Consultant, Contracted Educational Consultant and Contracted Safety Care Trainer, effective the close of business August 8, 2024.

Jeremy Silimperi, Educational Consultant, Contracted Educational Consultant, Contracted Quality Behavioral Trainer (QBS) and Contracted Safety Care Trainer, effective the close of business August 16, 2024.

Candace Frame, Teacher, Special Education, effective the close of business July 31, 2024.

Jennifer Fandl, Autism Support Interventionist, effective the close of business August 6, 2024.

Retirement

Resignation, due to retirement, of the following person(s):

Donna Barone, Instructional Assistant, effective the close of business October 14, 2024 (20 Years of Service).

Full-Time Employment

Full-Time Employment of the following person(s):

Kerri Kish, Certified Occupational Therapy Assistant, Itinerant, at an annual salary of \$49,200, prorated for the 191-day work year, effective August 13, 2024 or upon receipt of final paperwork (Replacement for Donna Keim, Retired; Special Programs and Services Budget).

Zackary Adams, Instructional Assistant, Weisenberg Elementary School, at an annual salary of \$23,250, prorated for the 191-day work year, effective August 5, 2024 or upon receipt of final paperwork (Instructional Assistant Pool; Special Programs and Services Budget).

Christina Henninger, Clinical Audiologist, CLIU Central Office, at an annual salary of \$90,000, prorated for the 191-day work year, effective July 16, 2024 (New Position; Special Programs and Services Budget).

Hayley Bobb, Speech Therapist, Itinerant, at an annual salary of \$55,782, Step 1, Column M, prorated for the 194-day work year, effective July 16, 2024 (Replacement for Jessica Fantasia, Resigned; Early Intervention Budget; Non-Tenured).

Ryan King, Teacher, Special Education, Northwestern Lehigh Middle School, at an annual salary of \$54,000, Step 1, Column B, prorated for the 194-day work year, effective August 5, 2024 or upon receipt of final paperwork and proper certification (Replacement for Joanne Mazzante, Transferred; Special Programs and Services Budget; Non-Tenured).

Candace Frame, Educational Consultant, CLIU Central Office, at an annual salary of \$91,166, Step 19, Column M, prorated for the 194-day work year, effective August 1, 2024 (Replacement for Lerin Hagenbuch, Resigned; Special Programs and Services Budget; Tenured).

PERSONNEL MATTERS (continued)

Full-Time Employment (continued)

Jennifer Fandl, Teacher, Special Education, Southern Lehigh Middle School, at an annual salary of \$54,000, Step 1, Column B, prorated for the 194-day work year, effective August 7, 2024 or upon receipt of proper certification (Replacement for Amanda Cappella, Transferred; Special Programs and Services Budget; Non-Tenured).

Change of Date—Unpaid Leave

Change of Date for an Unpaid Leave for the following person(s):

#4355, Mechanic, Unpaid Family Sick Leave, without precedent, not provided for under the federal Family Medical Leave Act, beginning June 19, 2024 and ending on July 2, 2024 with a return to work date of July 3, 2024.

Contracted Services

Contract with the following person for the 2023-2024 fiscal year, up to 29 hours per week:

Allyssa Helm, Special Education Teacher, at the appropriate hourly rate, effective June 24, 2024.

Contract with the following person(s) for the 2024-2025 fiscal year, up to 29 hours per week:

Allyssa Helm, Special Education Teacher, at the appropriate hourly rate.

Brian Norvick, Driver Education Teacher, at the hourly rate of \$25.25, effective July 16, 2024.

Aubrey Scott, Occupational Therapist, at the appropriate hourly rate, effective July 16, 2024.

Amber Feist, Special Education Teacher, at the appropriate hourly rate, effective July 16, 2024.

Summer Employment Pool Professional Personnel

Summer Employment Pool Professional Personnel, on an as-needed basis, September 1, 2023 to August 31, 2024 at the appropriate hourly rate or board approved rate, up to 29 hours per week:

Deborah DeGiovine

Wendy Tolan

Molly Scialanca

Krista Slane

Stephanie Falcone

Jamie Duld

Amy Cengeri

Donna Andrews

Alyssa Smith

Amy Walter

Abbigail Stachnik

Melony Stanton

Dova Day

Melissa Piech

Dana Alkhas

Elizabeth Bartolucci

PERSONNEL MATTERS (continued)

Summer Employment Pool Support Personnel

Summer Employment Pool Support Personnel, on an as-needed basis, September 1, 2023 to August 31, 2024 at the appropriate hourly rate or board approved rate, up to 29 hours per week:

Jasmine Tiedeman
Kennadi Sell
Jillian Scheel
Gwendolyn Simons
Samantha Heintzeman
Vicki Warminsky
Amy Pidgeon
Michelle Musselman
Tatjana Zimmerman
Beth Oswald
Jeanette Binder
Felicia Hutton
Krystal Perez

Moved: Jeremy Glaush; Seconded: Dr. William Whitney; Vote: Yes - 11; No - 0; Abstentions - 0; Absent - 3.

APPROVAL OF CLIU #21 ADMINISTRATIVE PERSONNEL ORGANIZATIONAL CHART

- MOTION: The Carbon Lehigh Intermediate Unit Board of Directors approves the proposed Carbon Lehigh Intermediate Unit #21 Administrative Personnel Organizational Chart as presented.

Moved: Sherry Haas; Seconded: Anthony DeMarco; Vote: Yes - 11; No - 0; Abstentions - 0; Absent - 3.

APPROVAL OF THE CLIU HEALTH AND SAFETY PLAN

- MOTION: The Carbon Lehigh Intermediate Unit Board of Directors approves the 2024-2025 CLIU Health and Safety Plan from July through September as presented including the authority of the Executive Director or designee to adjust the Plan at their discretion to comply with federal, state, county or local mandates or considerations applicable to CLIU programming.

Moved: Gale Husack; Seconded: Jason Bashaw; Vote: Yes - 11; No - 0; Abstentions - 0; Absent - 3.

SECOND READING OF POLICIES

- MOTION: The Carbon Lehigh Intermediate Unit Board of Directors accepts and accomplishes the second reading of the following policies, as presented, and adopts as policy:

801 Public Records
316 Parenting Leave (Administrative Employees)
435 Parenting Leave (PDE Certified Professional Employees)
6035 Parenting Leave (Professional Employees)
322 Family Medical Leave Act (Administrative Employees)
450 Family Medical Leave Act (PDE Certified Professional Employees)
6050 Family Medical Leave Act (Professional Employees)

Moved: Sherry Haas; Seconded: Emily Gehman; Vote: Yes - 11; No - 0; Abstentions - 0; Absent - 3.

UNFINISHED BUSINESS

There was no unfinished business discussed during this meeting.

NEW BUSINESS

President Williams relayed to the Board that it is that time of the year when the CLIU Board chooses a PSBA voting delegate. He said he would gladly serve for the CLIU, but first wanted to offer the role to someone else on the Board. President Williams said the Board can choose at the next meeting.

PUBLIC COMMENT

The public offered no comments at this meeting.

BOARD SHARING

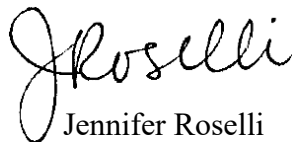
Anthony DeMarco noted that the Pennsylvania budget has passed and asked how that budget impacts the intermediate unit. Dr Koons said that he had a comprehensive summary of the budget and that he would share that with the Board along with the Board summary following the Board meeting.

President Williams shared that the Whitehall-Coplay school district will have a ribbon cutting ceremony for their new elementary school building. He said CLIU facility dog Bobby Ray will be working there and the building is top notch.

ADJOURNMENT

- MOTION: The Carbon Lehigh Intermediate Unit Board of Directors meeting adjourned at 7:01 p.m. Moved: Jeremy Glaush; Seconded: Dr. William Whitney. President Williams declared the meeting adjourned.

Respectfully submitted,



Jennifer Roselli
Board Secretary

NEXT BOARD MEETING
MONDAY, AUGUST 19, 2024
6:30 P.M.
Carbon Lehigh Intermediate Unit
4210 Independence Drive
Schnecksville, PA 18078