

MINUTES
CARBON LEHIGH INTERMEDIATE UNIT
BOARD OF DIRECTORS

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

MONDAY, JULY 21, 2025

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

Meeting No. 655

CALL TO ORDER

President George Williams called the six hundredth and fifty fifth 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, Gale Husack, Jennifer Senavaitis, Sherry Haas, Anthony DeMarco, Annette Wilcox, Laura McKelvey, Emily Gehman, Barbara Sipler, and George Williams. Board Member Absent: Andrene Brown-Nowell, Richard Flacco, and Jeremy Glaush. Staff: Dr. Gregory S. Koons, George Husack, Sean LeDonne, Dr. Cathy Nelson, Jennifer Roselli, David Russell, Dr. Lisa Schumacher, Dr. Mark Scott, Kim Talipan; Dr. Christine Bloch and Anna Eastwick, Kid Executive Video presentation. Also in attendance: Lucia Miletto-O’Brien, candidate for CLIU Transportation Director; Ilene Metrick, in support of Lucia Miletto-O’Brien; and Ellis Katz, Esq., Solicitor.

AUDIENCE INPUT ON AGENDA

There was no audience input on the agenda.

APPROVAL OF THE JUNE 16, 2025 CLIU BOARD OF DIRECTORS MEETING MINUTES

- MOTION: The Carbon Lehigh Intermediate Unit Board of Directors approves the minutes of the June 16, 2025 meeting as presented.

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

BOARD PRESIDENT’S REPORT

President Williams thanked everyone for their input on Dr. Koons’ evaluation. He noted that the evaluation tool worked well and the Board will continue to use that for the 25-26 school year as well.

President Williams then reported on the recent CLSNCF Golf Outing. He gave a special thank you to Mr. George Husack for leading the tournament and to Dr. Mark Scott for his contributions. The 2024 outing raised \$15,015.27, while the 2025 event brought in \$15,726.82—an increase of approximately \$707. We were honored to have our former Board president, Mr. Bob Bold, in attendance. As the gold sponsor, he made a generous \$5,000 donation, which was greatly appreciated. The weather was excellent, the event was a success, and it was wonderful to recognize and thank everyone involved who made it possible. He then encouraged everyone to participate again next year and turned it over to Dr. Koons for correspondence to the Board.

CORRESPONDENCE TO THE BOARD/CLIU UPDATE

Dr. Gregory Koons reminded board members to complete their mileage forms and verify their demographic information on file cards, returning them to Jen at the end of the meeting.

He reported on the second annual PA Education Leadership Forum: Developing Pathways to Teaching, which focused on recruitment and retention of staff. The event, hosted free of charge by LCTI, featured panels on creative contract strategies, advertising job openings, and innovative tools like geofencing. About 75 attendees, including superintendents, HR directors, and principals, participated.

Dr. Koons also shared a thank-you note from the PA Principals Association expressing appreciation for the IU’s hospitality during a recent training.

He announced his selection as president of the Pennsylvania Association of Intermediate Units (PAIU), which will allow him to advance statewide initiatives and generate opportunities for member districts.

Finally, he highlighted the “Kid Exec” project, modeled after the Kid President and Kid Superintendent concepts, and thanked media specialist Dominic Barone, teacher Christine Bloch, and interpreter Anna Eastwick for their contributions to bringing the project to life.

KID EXECUTIVE VIDEO PRESENTATION

Dr. Koons introduced and played the “CLIU Kid Executive” video for the Board. In the video, Ana Méndez shines as a confident student leader. She shares thoughtful insights on the importance of student voice in shaping education, emphasizing that no one is better suited to advocate for students than a fellow classmate. Aligned with the theme “Every Child is a Masterpiece,” the video reinforces the value of empowering students and recognizing the unique potential each one holds.

REVIEW OF PROPOSED CLIU ORGANIZATIONAL GOALS

Dr. Gregory Koons reviewed the 2025–2026 CLIU Organizational Goals with the Board. The goals focus on strengthening collaboration, improving communication, maintaining service quality with fiscal responsibility, and reinforcing our commitment to service. Key initiatives include enhanced stakeholder engagement, clearer internal and external communication, efficient budgeting aligned with organizational priorities, and the development of new programs to support districts. Notably, the plan includes the revival of Cabinet-to-Cabinet meetings with district teams and the exploration of a mentorship program for newly appointed district administrators. 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 2025-2026 school year as presented.

Moved: Dr. William Whitney; Seconded: Jason Bashaw; 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, 2025 as presented.

Bills to be Ratified

Ratification of bills as follows:

June 6, 2025 through June 30, 2025 in the amount of \$6,401,303.47.

July 1, 2025 through July 13, 2025 in the amount of \$628,226.87.

Bills to be Approved

Payment of bills for July 21, 2025 as listed: Bills for Approval – 07/21/2025
- \$4,215,928.87.

FISCAL MATTERS (continued)

Insurance Renewal (Privacy/Cybersecurity)

Approval to bind Privacy/Cyber insurance coverage for the 2025-2026 Fiscal Year with Obsidian Specialty – Annual Premium \$14,163.84, which will replace the Privacy/Cyber coverage previously approved with Liberty Mutual.

Lease Agreement

Approve one-year lease between Coaldale Borough and Carbon Lehigh Intermediate Unit #21 for one classroom located at 150 W. Phillips St, Coaldale, PA 18218 commencing July 1, 2025 and expiring June 30, 2026. Special Programs and Services budget – Early Intervention.

Moved: Gale Husack; Seconded: Anthony DeMarco; 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):

Edwin Rodriguez, Instructional Assistant, effective the close of business June 12, 2025.

Sarah Litts, Part-time Instructional Assistant, effective the close of business July 6, 2025.

Kelsey Anthony, Teacher, Special Education and Summer Employment Pool Professional Staff, effective the close of business June 10, 2025.

Mark Crenshaw, Senior Developer, effective the close of business July 2, 2025.

Maria Beagle, Contracted Mental Health Specialist, effective the close of business July 2, 2025.

Emily Zappulla, School Psychologist, Contracted School Psychologist, Contracted Safety Care Trainer and Summer Employment Pool Professional Staff, effective the close of business August 8, 2025.

Tia Ketchledge, Instructional Assistant and Summer Employment Pool Support Staff, effective the close of business June 5, 2025.

Brandi Beers, Instructional Assistant, effective the close of business June 11, 2025.

Kelly Sutphin, Summer Employment Pool Professional Staff, effective the close of business July 3, 2025.

Mae Crouthamel, Autism Support Interventionist, effective the close of business August 10, 2025.

Emily Hawkins, Outpatient Therapist (Master's), effective the close of business July 10, 2025.

Kelly Heinick, Autism Support Interventionist, effective the close of business August 10, 2025.

Ashley Barone, Instructional Assistant and Summer Employment Pool Support Staff, effective the close of business August 1, 2025.

Retirement

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

Lori Stein, Vehicle Assistant and Transportation Summer Employment, effective the close of business June 30, 2025 (2 Years of Service).

PERSONNEL MATTERS (continued)

Retirement (continued)

Brenda Barry, Instructional Assistant and Summer Employment Pool Support Staff, effective the close of business October 10, 2025 (45 Years of Service).

Full-Time Employment

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

Sarah Litts, Instructional Assistant, Carbon County Early Childhood Center, at an annual salary of \$26,000, prorated for the 191-day work year, effective July 7, 2025 (Instructional Assistant Pool; Early Intervention Budget).

Kayla Piacquadio, Teacher, Special Education, Kernsville Elementary School, at an annual salary of \$62,078, Step 4, Column M, prorated for the 194-day work year, effective August 11, 2025 (Replacement for Jayne Luca, Retired; Special Programs and Services Budget; Non-Tenured).

Anne Hummel, Instructional Assistant, Peters Elementary School, at an annual salary of \$27,500, prorated for the 191-day work year, effective August 11, 2025 or upon receipt of final paperwork, but no later than October 21, 2025 (Instructional Assistant Pool; Special Programs and Services Budget).

Rebeka Frey, Vehicle Assistant, at an hourly rate of \$15.00, effective August 11, 2025 (Transportation Pool; Transportation Budget).

Megan Kelly, Speech Therapist, Itinerant, at an annual salary of \$58,582, Step 1, Column M, prorated for the 194-day work year, effective August 11, 2025 (Replacement for LeDonne Wanamaker, Resigned; Special Programs and Services Budget; Non-Tenured).

Patricia Lancsak, Vehicle Assistant, at an hourly rate of \$15.00, effective August 11, 2025 (Transportation Pool; Transportation Budget).

Tonia McCole, Instructional Assistant, Leighton Head Start, at an annual salary of \$26,000, prorated for the 191-day work year, effective August 11, 2025 (Instructional Assistant Pool; Early Intervention Budget).

Mae Crouthamel, Teacher, Special Education, Weisenberg Elementary School, at an annual salary of \$56,800, Step 1, Column B, prorated for the 194-day work year, effective August 11, 2025 (Replacement for Christina Morgan, Transferred; Special Programs and Services Budget; Non-Tenured).

Montanna Costenbader, Instructional Assistant, Peters Elementary School, at an annual salary of \$24,500, prorated for the 191-day work year, effective August 11, 2025 or upon receipt of final paperwork, but no later than October 21, 2025 (Instructional Assistant Pool; Special Programs and Services Budget).

Sarah Wagstaff, Instructional Assistant, Sheckler Elementary School, at an annual salary of \$26,000, prorated for the 191-day work year, effective August 11, 2025 or upon receipt of final paperwork, but no later than October 21, 2025 (Instructional Assistant Pool; Special Programs and Services Budget).

Lucia Miletto O'Brien, Director of Transportation Services, Transportation Office, at an annual salary of \$115,000, prorated for the 242-day work year, effective August 4, 2025 or upon receipt of final paperwork, but no later than October 21, 2025 (Replacement for Randy Parry, Retired; Transportation Budget).

PERSONNEL MATTERS (continued)

Full-Time Employment (continued)

Kelly Heinick, Teacher, Special Education, Towamensing Elementary School, at an annual salary of \$56,800, Step 1, Column B, prorated for the 194-day work year, effective August 11, 2025 or upon receipt of proper certification, but no later than October 21, 2025 (Replacement for Brittany Gangaway, Resigned; Special Programs and Services Budget; Non-Tenured).

Erin Garman, Teacher, Special Education, Weisenberg Elementary School, at an annual salary of \$57,900, Step 2, Column B, prorated for the 194-day work year, effective August 11, 2025 or upon receipt of final paperwork, but no later than October 21, 2025 (Replacement for Kelsey Anthony, Resigned; Special Programs and Services Budget; Non-Tenured).

Mary Wanamaker, Vehicle Assistant, at an hourly rate of \$15.00, effective August 11, 2025 or upon receipt of final paperwork, but no later than October 21, 2025 (Transportation Pool; Transportation Budget).

Unpaid Leave

Grant an Unpaid Leave to the following person:

#3185, Teacher, Special Education, Medical Leave, without precedent, not provided for under the federal Family Medical Leave Act, beginning June 9, 2025 and ending on January 30, 2026 with a return to work date of February 2, 2026.

Contracted Services

Contract with the following person for the 2024-2025 and the 2025-2026 fiscal years, up to 29 hours per week:

Clifford Castoral, Safety Care Trainer, at the hourly rate of \$50.00, effective June 16, 2025.

Contract with the following person(s) for the 2025-2026 fiscal year, up to 29 hours per week:

Jessica Beasley, Certified Occupational Therapy Assistant, at the hourly rate of \$30.00, effective July 7, 2025.

Raven Freund, Speech Therapist, at the appropriate hourly rate, effective July 14, 2025.

Rhea Samuels, Mental Health Worker, at the appropriate hourly rate, effective July 7, 2025.

Contracted Occupational Therapists, at the appropriate hourly rate, effective July 1, 2025:

Dana Alkhas
Krista Slane

Contracted Safety Care Trainers, at the hourly rate of \$50.00, effective July 1, 2025:

Amanda Hoffman
Alyssa Helm
Jillian Seymour
Jennifer Prosock
Eric Weber
Anthony Romano

Substitutes

Approve the following substitutes for the 2024-2025 and 2025-2026 fiscal years, up to 29 hours per week:

Substitute Instructional Assistant

Edwin Rodriguez

PERSONNEL MATTERS (continued)

Substitutes (continued)

Approve the following substitutes for the 2025-2026 fiscal year, up to 29 hours per week:

Substitute Teachers and Substitute Instructional Assistants

HeeJin Chung, effective July 22, 2025 or upon receipt of final paperwork and onboarding requirements, but no later than October 21, 2025.

Renee Bogi, effective July 22, 2025 or upon receipt of final paperwork and onboarding requirements, but no later than October 21, 2025.

Christina Anthony, effective July 22, 2025 or upon receipt of final paperwork and onboarding requirements, but no later than October 21, 2025.

Substitute Vehicle Assistant

Gloria Wagner, effective July 22, 2025 or upon completion of onboarding requirements, but no later than October 21, 2025.

Behavioral Health Services Personnel Pool

Behavioral Health Services Personnel Pool, casual employment, on an as-needed basis, for the 2024-2025 and 2025-2026 fiscal years, at the board approved rates for the position(s) listed, up to 29 hours per week:

Lauren Heller, Behavioral Health Technician (ABA), effective April 25, 2025.

Behavioral Health Services Personnel Pool, casual employment, on an as-needed basis, for the 2025-2026 fiscal year, at the board approved rates for the position(s) listed, up to 29 hours per week:

Corin Seiler, Behavioral Health Technician (ABA), effective July 22, 2025 or upon receipt of final paperwork and onboarding requirements, but no later than October 21, 2025.

Summer Employment Pool Professional Personnel

Summer Employment Pool Professional Personnel, on an as-needed basis, September 1, 2024 to August 31, 2025 at the appropriate hourly rate or board approved rate, up to 29 hours per week:

Alysha Gavornik

Summer Employment Pool Professional Personnel, on an as-needed basis, June 27, 2025 to August 31, 2025 at the appropriate hourly rate or board approved rate, up to 29 hours per week:

Theresa Schinkowitch

Summer Employment Pool Professional Personnel, on an as-needed basis, June 28, 2025 to August 31, 2025 at the appropriate hourly rate or board approved rate, up to 29 hours per week:

Amber Freeh

Summer Employment Pool Professional Personnel, on an as-needed basis, July 8, 2025 to August 31, 2025 at the appropriate hourly rate or board approved rate, up to 29 hours per week:

Samuel Yadush

Summer Employment Pool Support Personnel

Summer Employment Pool Support Personnel, on an as-needed basis, September 1, 2024 to August 31, 2025 at the appropriate hourly rate or board approved rate, up to 29 hours per week:

Michael Choy
Iraida Rosfelder

PERSONNEL MATTERS (continued)

Summer Employment Pool Support Personnel (continued)

Summer Employment Pool Support Personnel, on an as-needed basis, June 27, 2025 to August 31, 2025 at the appropriate hourly rate or board approved rate, up to 29 hours per week:

Jillian Scheel

Summer Employment Pool Support Personnel, on an as-needed basis, June 16, 2025 to August 31, 2025 at the appropriate hourly rate or board approved rate, up to 29 hours per week:

Brooke Cuscino

Executive Director

-MOTION: Approve a 1% salary increase above the minimum contractual requirement for the Executive Director for the 2025-2026 fiscal year, in recognition of exemplary performance and leadership, resulting in a salary adjustment of \$1,733.

Tenure Acknowledgement

Tenure has been granted to the following CLIU Employees:

Laura Sweeney
Molly Coleman

Moved: Sherry Haas; Seconded: Emily Gehman; Vote: Yes - 11; No - 0; Abstentions – 1, Anthony DeMarco, Letter C, Item 7 only; Absent - 3.

President Williams recognized the retirees and introduced the newly appointed CLIU Director of Transportation, Lucia Miletto-O’Brien, who gave her thanks for the opportunity and shared her excitement to start in her new position.

APPROVAL TO ENTER INTO AN INDEPENDENT CONTRACT FOR THE 2025-2026 FISCAL YEAR

-MOTION: The Carbon Lehigh Intermediate Unit Board of Directors grants permission to enter into an Independent Contract with the following person(s) for the 2025-2026 fiscal year, effective upon execution of Independent Contractor Agreement:

Ashleigh Anderson, DO
Adam Reish, CRNP
Perri Rosen, PhD
Audrey M. Rossowski, DO, PPLC

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

REAPPROVAL OF THE PROPOSED 2025-2026 CLIU PAYROLL CALENDAR

-MOTION: The Carbon Lehigh Intermediate Unit Board of Directors approves the 2025-2026 proposed CLIU Payroll Calendar as presented.

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

President Williams noted that summertime is typically a slower period for board members, providing a welcome mid-year break. He remarked that by the next meeting, preparations for the new school year would already be underway and encouraged everyone to enjoy the remaining five weeks of summer.

ADJOURNMENT

- MOTION: The Carbon Lehigh Intermediate Unit Board of Directors meeting adjourned at 6:56 p.m. Moved: Sherry Haas; Seconded: Gale Husack. President Williams declared the meeting adjourned.

Respectfully submitted,


Jennifer Roselli
Board Secretary

NEXT BOARD MEETING
MONDAY, AUGUST 18, 2025
6:30 P.M.
Carbon Lehigh Intermediate Unit
4210 Independence Drive
Schnecksville, PA 18078