

MINUTES  
CARBON LEHIGH INTERMEDIATE UNIT  
BOARD OF DIRECTORS  
  
**CARBON LEHIGH INTERMEDIATE UNIT #21  
4210 INDEPENDENCE DRIVE  
SCHNECKSVILLE, PA**

MONDAY, JUNE 16, 2025

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

Meeting No. 654

CALL TO ORDER

President George Williams called the six hundredth and forty third meeting of the Carbon Lehigh Intermediate Unit Board of Directors to order at 6:37 p.m.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance followed the Call to Order.

ATTENDANCE

Board Members in Attendance: Dr. William Whitney, Jeremy Glaush, Gale Husack, Jennifer Senavaitis, Sherry Haas, Annette Wilcox, Laura McKelvey, Emily Gehman, and George Williams. Board Member Absent: Andrene Brown-Nowell, Jason Bashaw, Richard Flacco, Anthony DeMarco, and Barbara Sipler. Staff: Jeanne Coy, 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; Ronda Andrulevich, Safety and Security Presentation, and Ellis Katz, Esq., Solicitor.

AUDIENCE INPUT ON AGENDA

There was no audience input on the agenda.

EXECUTIVE SESSION

The Board held an executive session to discuss safety and security, and personnel.

APPROVAL OF THE MAY 19, 2025 CLIU BOARD OF DIRECTORS MEETING MINUTES

- MOTION: The Carbon Lehigh Intermediate Unit Board of Directors approves the minutes of the May 19, 2025 meeting as presented.

Moved: Jeremy Glaush; Seconded: Jennifer Senavaitis; Vote: Yes - 9; No - 0; Abstentions - 0; Absent – 5.

BOARD PRESIDENT’S REPORT

Board President George Williams shared several updates and recognitions during his report. He began by announcing an opportunity for a board member to serve as the PSBA (Pennsylvania School Boards Association) liaison, which he volunteered to take on himself.

He then highlighted the excitement surrounding the CLIU Special Needs Children’s Foundation’s 32nd Annual Golf Tournament, taking place the following day at Olde Homestead Golf Course. Mr. Williams joked about aligning himself with skilled golfers in hopes of winning the event and acknowledged the strong support from the community and sponsors. The tournament has already raised close to \$30,000 through sponsorships, donations, and golfer fees, with 100 golfers expected to participate. These funds will benefit student summer camps, GPS devices, and initiatives like the Adventure Grant and the Carbon County forklift simulator.

BOARD PRESIDENT’S REPORT (continued)

He extended special thanks to all the members of the Golf Committee: George Husack, Jeanne Coy, Daniel Fisher, Kimberly Talipan, Michael Heater, Randy Parry, Dr. Mark Scott, and Stephanie Freeh for their efforts in organizing the event. A special acknowledgment was also given to former Board President Bob Bold for serving as the tournament’s \$5,000 platinum sponsor, in honor of Bobby Ray.

Mr. Williams also shared reflections from graduation season, noting he attended six of the seven ceremonies, with Board Member Sherry Haas covering the remaining one. He recounted the joy and pride of families and students, and shared a lighthearted moment from a ceremony when a student requested he give the “short speech.”

He concluded by noting that he would address one final item during the Board Chair’s report and prepared to read a correspondence from Dr. Gregory Koons, who was unable to attend.

CORRESPONDENCE TO THE BOARD/CLIU UPDATE

President Williams, speaking on behalf of Dr. Koons, shared that copies of the 2025–2026 Budget Book have been provided for board members. He encouraged everyone to take some time to review it.

He also shared a highlight from May 19, when Dr. Koons attended a special toy adaptation event at Veterans Memorial Elementary School. In partnership with LCTI, a Power Wheels Jeep was adapted for students, and various other adapted toys were also showcased. President Williams remarked that Dr. Koons said it was a meaningful and impactful event.

President Williams continued with an update on behalf of Dr. Koons, highlighting the Math 24 Student Competition held on May 19 at the CLIU offices. The event brought together 133 students for a day of engaging and competitive fun.

He proudly announced the champions from each division:

- Grades 4–5: Chase Schwartz from Sheckler Elementary (Catasauqua)
- Grade 6: Luke Buffington from Catasauqua Middle School
- Grades 7–8: Zoe Freed from Northern Lehigh Middle School

President Williams noted that Catasauqua’s Mr. Bashaw has much to be proud of with two winners from his district.

He also shared that 30 high school students from Northwestern Lehigh, Northern Lehigh, and Whitehall served as table proctors, helping to make the event a success.

To conclude, President Williams recognized Randy Parry as this was his final board meeting before retirement, extending warm wishes on behalf of the board before turning it over to Kim Talipan for a formal farewell.

Kim Talipan shared heartfelt remarks recognizing Mr. Randy Parry on the occasion of his final board meeting, marking over ten years of dedicated service. Speaking on behalf of the Cabinet, the CLIU leadership team, and the Transportation leadership team—along with all the staff at the transportation facility—she expressed deep gratitude for Randy’s commitment to student success through safe and reliable transportation. She emphasized that his contributions have made a lasting impact, and his dedication is truly appreciated.

Mr. Randy Parry expressed his gratitude to the Board, sharing that it had been a pleasure to serve the CLIU for ten years alongside a Board that consistently supported the organization’s mission.

GRADUATION CELEBRATIONS

--Dr. Mark Scott  
Director, Special Programs & Services

Dr. Mark Scott, Director of Special Programs and Services, shared reflections on what he described as one of the most inspiring and rewarding times of the year—graduation season. He acknowledged the challenges that come with closing out the school year, but emphasized how meaningful the ceremonies are for students, families, and staff alike.

GRADUATION CELEBRATIONS (continued)

He highlighted the story of one former student who returned to speak at a graduation, sharing her difficult journey and perseverance. Her message resonated deeply, even with typically disengaged students, and served as a powerful moment of connection and encouragement.

This year, 30 students graduated from CLIU’s various school-age programs. Dr. Scott thanked Board members for attending the ceremonies, noting that their presence is deeply appreciated by staff and families. He also expressed gratitude to the districts for supporting inclusive graduation opportunities, allowing students to walk with peers they have shared daily experiences with—an act he said is truly meaningful and reflects the collaborative spirit of the IU community.

Dr. Scott concluded by celebrating a new milestone: under the leadership of Dr. Cathy Nelson and the Early Intervention program supervisors, CLIU hosted its first preschool graduations, marking the transition from Early Intervention to Kindergarten. The events were held on May 16 in Carbon County and the following Friday in Lehigh County, with over 83 students and nearly 300 family members in attendance at the Lehigh County site. Despite unexpectedly large turnouts, staff pulled together to deliver memorable, high-quality celebrations. Dr. Scott praised their efforts and closed by introducing a special video created to commemorate the events.

President Williams thanked Dominic Barone, CLIU Media and Communications Specialist, for his tremendous work on the CLIU videos.

REPORT OF ELECTION RESULTS OF CLIU BOARD MEMBERS

- MOTION: The Carbon Lehigh Intermediate Unit Board of Directors accepts the following report results of the election of board members to the Carbon Lehigh Intermediate Unit Board of Directors, effective July 1, 2025:

Board Member/District	# of Weighted Votes
Andrene Brown-Nowell, Allentown	531
Jason Bashaw, Catasauqua Area	493
Gale Husack, Northern Lehigh	511
Sherry Haas, Palmerton Area	537
Annette Wilcox, Parkland	511
Emily Gehman, Southern Lehigh	487

Moved: Jeremy Glaush; Seconded: Dr. William Whitney; Vote: Yes - 9; No - 0; Abstentions - 0; Absent – 5.

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 May 31, 2025 as presented.

Bills to be Ratified—May 12, 2025 through June 8, 2025

Ratification of bills paid from May 12, 2025 through June 8, 2025 in the amount of \$1,501,382.78.

Bills to be Approved

Payment of bills for June 17, 2024 as listed: Bills for Approval – 6/17/24 - \$3,006,144.50.

Bank Depositories

Approval of the following financial institutions, or their successors and/or assigns, as depositories of funds for the 2023-2024 fiscal year:

- Pennsylvania School District Liquid Asset Fund (PSDLAF) and its custodian bank, PNC Bank, N.A.

FISCAL MATTERS (continued)

Bank Depositories (continued)

- Univest Bank and Trust Co.
- U.S. Bank, N.A.
- Wells Fargo Bank, N.A.
- New Tripoli Bank

Auditing Services

Approval of the engagement letter between the Carbon Lehigh Intermediate Unit #21 and Campbell, Rappold, and Yurasits, Certified Public Accountants, 1033 S. Cedar Crest Boulevard, Allentown, to audit the Intermediate Unit financial statements for the fiscal year ending June 30, 2025 at an estimated cost of \$81,750 as presented.

Authorization to Pay 2024-2025 Bills and Encumber Funds

Authorize the Executive Director to pay all the 2024-2025 fiscal year bills and make necessary encumbrances as they come due. All such bills shall be provided for ratification at the next regular meeting of the Board.

Approval to Commit Fund Balance

Approve the commitment of fund balance for the following purposes per GASB 54 guidelines for the fiscal year ending June 30, 2025 in amounts to be determined:

1. Capital Projects
2. Future PSERS Rate increases; and
3. Other Post-Employment Benefits (OPEB)

Lease Agreement/Extensions

Approve Lease between Jacob's Church and Carbon Lehigh Intermediate Unit #21 for 8385 Kings Highway, New Tripoli, PA 18066 (Life House) commencing September 15, 2025 and expiring June 15, 2026. Special Programs and Services budget – Life House.

Moved: Gale Husack; Seconded: Sherry Haas; Vote: Yes - 9; No - 0; Abstentions - 0; Absent – 5.

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):

Sandra Taschler, Administrative Assistant, effective the close of business August 29, 2025.

Russell Watkins, Teacher, Special Education and Summer Employment Pool Professional, effective the close of business June 4, 2025.

Patricia Forte, Substitute Administrative Assistant, effective the close of business June 3, 2025.

Donna Getz, Teacher, Special Education and Summer Employment Pool Professional, effective the close of business June 30, 2025.

Alison Haydt, Vehicle Assistant, Substitute Utility Staff and Transportation Summer Employment, effective the close of business May 28, 2025.

Linda Murphy, Emergency Employment Substitute Instructional Assistant and Emergency Employment Certified Occupational Therapy Assistant, effective the close of business June 4, 2025.

Evan Pensabene, Teacher, Special Education and Summer Employment Pool Professional, effective the close of business July 25, 2025.

PERSONNEL MATTERS (continued)

Resignations (continued)

Kassidy Froelich, Part-Time Instructional Assistant, effective the close of business July 6, 2025.

Crystal Schaller, Vehicle Driver/Vehicle Assistant, Substitute Utility Staff and Transportation Summer Employment, effective the close of business August 10, 2025.

Ashley Bennett, Speech Therapist and Contracted Speech Therapist, effective the close of business August 8, 2025.

Deborah DeGiovine, Autism Support Interventionist, effective the close of business August 10, 2025.

Maria Beagle, Mental Health Specialist, effective the close of business June 10, 2025.

Amy Tomko, Contracted Behavioral Associate, effective the close of business July 6, 2025.

Zuleika Delacruz Rios, Part-Time Instructional Assistant, effective the close of business July 6, 2025.

Errin Volitis, Substitute Teacher and Instructional Assistant, effective the close of business July 6, 2025.

Denise Schuon, Part-Time Instructional Assistant, effective the close of business July 6, 2025.

Retirement

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

Bonnie Leidy, Educational Interpreter and Contracted Educational Interpreter, effective the close of business June 30, 2025 (31 Years of Service).

Full-Time Employment

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

Stephanie Gaffney, Vehicle Driver (CDL)/Vehicle Assistant, at the hourly rate of \$20.25/Vehicle Driver (CDL) and \$15.00/Vehicle Assistant, effective June 4, 2025 (Transportation Pool; Transportation Budget).

Kassidy Froelich, Instructional Assistant, Whitehall Coplay Early Learning Center, at an annual salary of \$23,250, prorated for the 191-day work year, effective July 7, 2025 (Instructional Assistant Pool; Early Intervention Budget).

Lynn Hadeed, Instructional Assistant, Francis Scheckler Elementary School, at an annual salary of \$27,000, prorated for the 191-day work year, effective August 11, 2025 or upon receipt of final paperwork, but no later than September 16, 2025 (Instructional Assistant Pool; Special Programs and Services Budget).

Deborah DeGiovine, Teacher, Special Education, Catasauqua Middle School, at an annual salary of \$61,760, Step 5, Column B, prorated for the 194-day work year, effective August 11, 2025 (Replacement for Jenna Notareschi, Resigned; Special Programs and Services Budget; Non-Tenured).

Crystal Schaller, Job Coach, Itinerant, at an annual salary of \$25,500, prorated for the 191-day work year, effective August 11, 2025 (Replacement for Linda Benner, Resigned; Special Programs and Services Budget).

Laura McGinley, Teacher, Special Education, Itinerant, at an annual salary of \$93,654, Step 19, Column M12, prorated for the 194-day work year, effective August 11, 2025 or upon receipt of final paperwork, but no later than September 16, 2025 (Replacement for Rosemary Lamparella, Resigned; Special Programs and Services Budget; Tenured).

PERSONNEL MATTERS (continued)

Full-Time Employment (continued)

Donna Getz, Educational Consultant, Central Office, at an annual salary of \$92,866, prorated for the 191-day work year, Step 19+, Column M, plus 14 days per diem, not to exceed a 205-day work year, effective July 1, 2025 (Replacement for Kimberly Phillips, Resigned; Special Programs and Services Budget; Tenured).

Errin Volitis, Instructional Assistant, Carbon County Early Childhood Center, at an annual salary of \$28,000, prorated for the 191-day work year, effective July 7, 2025 (Instructional Assistant Pool; Early Intervention Budget).

Amy Tomko, Instructional Assistant, Whitehall Coplay Early Learning Center, at an annual salary of \$28,500, prorated for the 191-day work year, effective July 7, 2025 (Instructional Assistant Pool; Early Intervention Budget).

Zuleika Delacruz Rios, Instructional Assistant, Whitehall Coplay Early Learning Center, at an annual salary of \$26,750, prorated for the 191-day work year, effective July 7, 2025 (Instructional Assistant Pool; Early Intervention Budget).

Denise Schuon, Instructional Assistant, Whitehall Coplay Early Learning Center, at an annual salary of \$28,000, prorated for the 191-day work year, effective July 7, 2025 (Instructional Assistant Pool; Early Intervention Budget).

Melissa Schnabel, Payroll Specialist, Central Office, at an annual salary of \$44,000, prorated for the 242-day work year, effective July 1, 2025, or upon receipt of final paperwork, but no later than September 16, 2025 (Replacement for Nancy Kern, Retired; Human Resources Budget).

Jody Gilvary, Mental Health Specialist, Itinerant, at an annual salary of \$55,000, prorated for the 195-day work year, effective August 11, 2025 or upon receipt of final paperwork, but no later than September 16, 2025 (Replacement for Marianne Gorski, Resigned; Special Programs and Services Budget).

Change of Date—Unpaid Leave

Change of Date for an Unpaid Leave for the following person:

#3390, Vehicle Assistant, Unpaid Medical Leave, without precedent, not provided for under the federal Family Medical Leave Act, beginning April 22, 2025 with a change of end date from May 30, 2025 to June 12, 2025 with a return to work date of August 11, 2025.

Mentor(s)

Payment per the CLEA contract, to the following Mentor after the end of the mentoring period, for serving in the Mentor role for Year 1 of the CLIU Induction program:

<u>Mentor</u>	<u>Inductee</u>
Adriane Strohl	Jericho Burger

Payment per the CLEA contract, to the following Resource Mentor after the end of the mentoring period, for serving in the Resource Mentor role for CLIU Orientation:

<u>Resource Mentor</u>	<u>PDE Certified Staff Member</u>
Holly Yon	Jordan Purdy

Emergency Employment

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

PERSONNEL MATTERS (continued)

Emergency Employment (continued)

Melody Engel, Behavioral Consultant (Master's), at the board approved rate, effective August 11, 2025 or upon receipt of final paperwork and completion of onboarding requirements, but no later than September 16, 2025.

Rosemarie Wertman, Instructional Assistant, at the board approved rate, effective August 11, 2025 or upon receipt of final paperwork and completion of onboarding requirements, but no later than September 16, 2025.

Contracted Services

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

Maria Beagle, Mental Health Specialist, at the hourly rate of \$35.00, effective June 11, 2025.

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

Sherry Costenbader, Absence Coordinator, at the hourly rate of \$20.00, effective July 1, 2025.

Priscilla Huff, Certified Occupational Therapy Assistant, at the hourly rate of \$30.00, effective August 11, 2025.

Contract with the following person(s):

Susan Gair Luciano, Speech and Language Impairment Certification Instructor, at a stipend of \$375/participant who meets or exceeds 50% course completion, for course instruction of Neural Bases of Speech and Language, effective July 9, 2025 through August 27, 2025, to be paid upon course completion and submission of final grades.

Kelly Howatt, Speech and Language Impairment Certification Program Instructor, at a stipend of \$375/participant who meets or exceeds 50% course completion, for course instruction of Phonetic and Phonological Disorders, effective September 10, 2025 through October 22, 2025, to be paid upon course completion and submission of final grades.

Kelly Howatt, Speech and Language Impairment Certification Program Instructor, at a stipend of \$375/participant who meets or exceeds 50% course completion, for course instruction of Motor Speech and Feeding Disorders, effective November 5, 2025 through December 17, 2025, to be paid upon course completion and submission of final grades.

Molly Coleman, Speech and Language Impairment Certification Program Instructor, at a stipend of \$375/participant who meets or exceeds 50% course completion, for course instruction of Principles of Language Disorders, effective January 7, 2026 through February 18, 2026, to be paid upon course completion and submission of final grades.

Melony Stanton, Speech and Language Impairment Certification Program Instructor, at a stipend of \$375/participant who meets or exceeds 50% course completion, for course instruction of Auditory Physiology, Hearing Loss and Language Development, effective March 4, 2026 through April 15, 2026, to be paid upon course completion and submission of final grades.

Susan Gair Luciano, Speech and Language Impairment Certification Program Instructor, at a stipend of \$375/participant who meets or exceeds 50% course completion, for course instruction of Fluency and Voice Disorders, effective March 6, 2026 through June 17, 2026, to be paid upon course completion and submission of final grades.

PERSONNEL MATTERS (continued)

Contracted Services (continued)

Dr. Susan White, CLIU Certification Program Instructor, at a stipend of \$200/participant for course instruction for Supporting Special Education in any Classroom course, and an additional \$400/course for course design, if needed, to be paid upon each course term's completion. This course may be assigned up to six times from July 14, 2025 through June 21, 2026 as indicated below:

- Summer course term: July 14 – August 24, 2025
- Fall 1 course term: September 15 – October 26, 2025
- Fall 2 course term: November 3 – December 14, 2025
- Winter course term: January 7 – February 17, 2026
- Spring 1 course term: March 2 – April 12, 2026
- Spring 2 course term: May 11 – June 21, 2026

Substitute(s)

Approve the following substitute(s) for the 2024-2025 and 2025-2026 fiscal years, up to 29 hours per week:

Substitute Utility Staff

- Deborah Frutchey
- Stephanie Gaffney
- Lori Parry
- Dorthea Zaleski

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

Substitute Vehicle Driver and Vehicle Assistant

John Campbell, effective August 11, 2025 or upon receipt of final paperwork and completion of onboarding requirements, but no later than September 16, 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 listed, up to 29 hours per week:

- Emily Hawkins, Outpatient Therapist (Master's), effective June 17, 2025 or upon receipt of final paperwork and onboarding requirements, but no later than September 16, 2025.
- David Seaman, Outpatient Therapist (Master's)

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:

- Kim Colognato
- Kenneth Padilla
- Liliana Roque
- Errin Volitis

Summer Employment Pool Support Personnel, on an as-needed basis, June 17, 2025 or upon receipt of final paperwork and onboarding requirements, but no later than June 27, 2025 at the appropriate hourly rate or board approved rate, up to 29 hours per week:

- Simon Fleszler
- Michelle Herman
- Megan Barron



PERSONNEL MATTERS (continued)

Transportation Summer Employment

Approve the following person(s) for 2025-2026 Transportation Summer Employment Vehicle Assistant, at the appropriate hourly rate:

Deborah Frutchey  
Stephanie Gaffney  
Lori Parry  
Dorthea Zaleski

Moved: Jennifer Senavaitis; Seconded: Jeremy Glaush; Vote: Yes - 9; No - 0; Abstentions - 0; Absent – 5.

President Williams took a moment to acknowledge Bonnie Leidy on her retirement after 31 years of service.

REAPPROVAL OF THE PROPOSED 2025-2026 CLIU OFFICE CALENDAR

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

Moved: Jeremy Glaush; Seconded: Annette Wilcox; Vote: Yes - 9; No - 0; Abstentions - 0; Absent – 5.

UNFINISHED BUSINESS

There was no Unfinished Business to discuss at the meeting.

NEW BUSINESS

CLIU OFFICER NOMINATION REPORT/ELECTION

President Williams reported that nominations were received to retain the current CLIU Board Officers. Thus, the following motion to retain the CLIU Board Officers from the 2024-2025 fiscal year for the 2025-2026 fiscal year was brought to the floor:

- MOTION: The Carbon Lehigh Intermediate Unit Board of Directors approves and retains the current CLIU Board Officers, as listed, for the 2025-2026 fiscal year:

President: George Williams  
Vice President: Sherry Haas  
Treasurer: Gale Husack

Moved: Jeremy Glaush; Seconded: Annette Wilcox; Vote: Yes - 9; No - 0; Abstentions - 0; Absent – 5.

PUBLIC COMMENT

The public offered no comments at this meeting.

BOARD SHARING

Sherry Haas shared a positive moment from the Palmerton Area school district graduation event, noting that although it had been raining during her drive to the ceremony in the park, the rain stopped just in time. The field remained dry for the event, and the rain resumed only after it ended, making it feel as though the weather cooperated specifically for the occasion. She described it as an awesome experience.

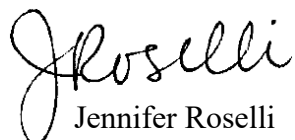
President Williams took a moment to acknowledge the challenges occurring in the world and expressed deep appreciation for the dedicated individuals present, including Board and Cabinet members. He emphasized how fortunate the organization is to have such a phenomenal team and thanked everyone for their commitment and service to the IU. He then reminded the group that the next Board meeting is scheduled for Monday, July 21, 2025,

ADJOURNMENT

- MOTION: The Carbon Lehigh Intermediate Unit Board of Directors meeting adjourned at 7:22 p.m.

Moved: Jeremy Glaush; Seconded: Annette Wilcox. President Williams declared the meeting adjourned.

Respectfully submitted,

  
Jennifer Roselli  
Board Secretary

**NEXT BOARD MEETING**  
**MONDAY, JULY 21, 2025**  
**6:30 P.M.**  
**at the Carbon Lehigh Intermediate Unit**  
**4210 Independence Drive**  
**Schnecksville, PA 18078**