

MINUTES

CARBON LEHIGH INTERMEDIATE UNIT  
BOARD OF DIRECTORS

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

MONDAY, OCTOBER 21, 2024

**6:30 P.M.—REGULAR BOARD MEETING**

Meeting No. 647

CALL TO ORDER

President George Williams called the six hundredth and forty seventh 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, Jennifer Senavaitis, Sherry Haas, Laura McKelvey, Barbara Sipler, Emily Gehman, and George Williams. Board Member Absent: Andrene Brown-Nowell, Anthony DeMarco, and Annette Wilcox. Staff: Dr. Gregory S. Koons, Gretchen Boyer, Jeanne Coy, 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. Also in attendance: Ellis Katz, Esq., Solicitor.

AUDIENCE INPUT ON AGENDA

There was no audience input on the agenda.

APPROVAL OF THE SEPTEMBER 16, 2024 CLIU BOARD OF DIRECTORS MEETING MINUTES

- MOTION: The Carbon Lehigh Intermediate Unit Board of Directors approves the minutes of the September 16, 2024 meeting, as presented.

Moved: Jeremy Glaush; Seconded: Jennifer Senavaitis; Roll Call Vote: Yes – 11; No – 0; Abstentions – 0; Absent – 3.

BOARD PRESIDENT’S REPORT

President Williams shared with the Board that the Carbon Lehigh Special Needs Children’s Foundation basket raffle will begin soon. He also mentioned that the Board members are donating a basket. Dr. Mark Scott told the Board that they will have prefilled tickets available for their convenience.

President Williams then noted there will be an executive session immediately following adjournment.

EMOTIONAL SUPPORT PROGRAMS PRESENTATION

Sean LeDonne, Assistant Director of Special Programs and Services, introduced Amanda Vidumsky, Supervisor of Special Programs and Services, who gave a brief overview of the Carbon Learning Achievement School, Allentown Learning Achievement School, & Lehigh Learning Achievement School.

Ms. Vidumsky noted these centers are designed to support a wide spectrum of student needs, providing targeted emotional & academic resources that foster individual growth.

### EMOTIONAL SUPPORT PROGRAMS PRESENTATION (continued)

The programs serve students in grades 1 through 12+ from all 14 school districts and charter schools within the CLIU region. More than 80 students are enrolled in one of three tiers of integrated counseling, which supports them throughout their time in these programs.

A key objective is to support the “whole child” by integrating emotional, academic, and social development, focusing on coping skills and ensuring each student’s overall well-being and progress. The centers emphasize a commitment to daily learning, promoting a culture where students are encouraged to engage, grow, and continuously develop essential skills.

Ms. Vidumsky made sure to commend facility dog LLASie for her impactful work at LLAS, noting that requests for LLASie are frequent and that she is making a meaningful difference in students' behavior. Amanda also noted to the Board that ALAS has recently adopted a cow at a local farm. She said the students helped name the calf, Mootilda, who was born just a month ago. Through livestream, the kids can watch Mootilda grow and see her daily life on the farm—what she eats, how she's cared for, and the milking process, including how her milk is used. This experience is provided alongside their academic learning, adding a unique, hands-on educational element.

Ms. Vidumsky then played a brief video to support her presentation for the Board.

### CURRICULUM AND INSTRUCTION/EDUCATIONAL TECHNOLOGIES OVERVIEW

Eric Lech, Director of Curriculum & Instruction/Educational Technologies, provided an in-depth overview of his department’s work in supporting the CLIU region. He noted that the department supports teaching and learning across 14 districts, with a focus on evidence-based and innovative practices. The C&I team actively participates in statewide committees on STEM, student-centered learning, curriculum development, and educational technology. The department, with over 130 years of combined classroom experience, is dedicated to continuous learning and improvement.

Mr. Lech said his department provides value-added support to districts at no extra cost, focusing on leadership and planning as well as professional learning. They foster collaboration through networks for curriculum, instruction, and educational technology leaders, provide networking and planning support for principals, and facilitate comprehensive planning, including surveys, focus groups, and technical assistance for PDE plan submission. C&I also assists schools requiring additional support with school improvement planning. In professional learning, we provide content-area networking, specialized events, and support for PA standards in science, literacy, and differentiation strategies, alongside helping districts implement career readiness initiatives for students.

Mr. Lech continued, in educational technology, services are offered that support districts both financially and operationally. The department organizes software consortiums with vendors such as Kami, Brain Pop, and Discovery Education to secure discounts, and maintain a PA Smart Grant-funded STEM Lending Library with 3D printers, robots, and environmental kits, enabling districts to borrow high-cost equipment affordably. Additionally, access is provided to professional learning resources through Otis by Tech, which is now shared across districts.

The department has also expanded federal program support, offering assistance with Title II-A and Title IV funding to ensure districts and non-public schools use federal allocations effectively. The Title III consortium supports districts with English language development resources, focusing on consortium-wide and district-specific purchases for those receiving smaller allocations.

Mr. Lech said the department also emphasizes student programming and competitions, such as the Reading Olympics, STEM Connects Challenge, and eSports, along with the Chief Science Officers program, which empowers student leaders through action projects like visits to Lehigh Valley Health Network to explore robotics in surgery. A Journalism Summit was also created that is now attended by over 200 students, with speakers from major media outlets and sessions on photography and journalism techniques.

## CURRICULUM AND INSTRUCTION/EDUCATIONAL TECHNOLOGIES OVERVIEW

(continued)

The Student Forum, which has been recently revived, provides leadership opportunities in volunteerism, team-building, and career development.

Mr. Lech said the impact is evident in the numbers: 1,715 participant touchpoints in professional learning have been logged, marking a 12% increase from last year. Additionally, 675 students took part in competitions, 320 participated in other programs, and 34 loans from the lending library were facilitated. The CLIU C&I team also presented at six statewide conferences and one national conference.

Beyond these core services, Mr. Lech noted the CLIU offers extended services through a fee-based model. These include professional learning sessions with state and national experts, such as Dr. Andrea Kolb for English Learner support and Dr. Paul Riccomini for math education, as well as training in project-based learning and elementary math. He said coaching is also provided, educator induction programs, and online courses for Act 48 and Level I to II certification. The eLearn 21 program offers full- and part-time virtual learning options, including credit recovery and dual enrollment with Cedar Crest and Moravian Colleges. Additionally, STEM camps are run and also innovation labs on topics like AI and 3D printing, and have added an expansion to offer customized camps within districts upon request.

Finally, Mr. Lech said the CLIU C&I Department is committed to growing the field of education. To address the teacher shortage, we're partnering on the Developing Future Special Educators Grant to provide scholarships, peer buddy programs, and storytelling sessions with current educators to inspire high school students to consider teaching as a career.

Mr. Lech concluded his presentation by thanking the Board for their time and attention to these initiatives.

### CLIU UPDATE

Dr. Koons began his CLIU Update by expressing appreciation and sharing updates on recent initiatives within the SPS and Curriculum and Instruction (C&I) departments. He highlighted his experience participating in the ChangEd Podcast. Cohosted by Tony Morabito from the CLIU C&I department, Dr. Koons said the podcast provided a natural and insightful conversation on the impactful work being done to support students.

Dr. Koons also described his commitment to being visible within the district, as he continues his executive director shadowing initiative. So far this year, he has focused on working with itinerant staff, such as a vision teacher at Panther Valley Intermediate and an occupational therapist at Northern Lehigh Middle School. He said his experiences with one-on-one and group sessions—such as learning Braille and engaging in movement exercises—demonstrated the dedication of these professionals to student success. Dr. Koons encouraged board members to witness these programs firsthand, as the experience is far more impactful than watching videos.

Dr. Koons also shared the success of the Specialist Network Day held at LCCC. He noted the attendance doubled from 60 to 120 participants compared to last year, educators in art, music, physical education, STEAM, technology, media, and family and consumer sciences were able to connect with peers across 14 districts. Dr. Koons emphasizes the value of networking for specialists who may not have colleagues in their areas within smaller districts, making it a vital opportunity to share ideas and resources.

Turning to leadership development, Dr. Koons said the 2024-2025 Leadership meetings began with a session on music and leadership, featuring HR Director Gretchen Boyer and SPS Supervisor Alison Bucari, who explored the parallels between music and leadership. Dr. Koons highlighted how these sessions aim to inspire district leaders to translate new strategies into impactful practices for teachers and students.

CURRICULUM AND INSTRUCTION/EDUCATIONAL TECHNOLOGIES OVERVIEW  
(continued)

Future sessions will focus on art, eSports, and finally all three themes, providing an enriching environment where leaders not only learn but also actively contribute, sharing their unique talents.

Finally, Dr. Koons transitioned to a discussion on the General Operating Budget (GOB), a topic he has been working on with Business Manager Jeannie Coy and Assistant to the Executive Director, Kim Talipan. He clarified that at this time the presentation is simply an overview of a recommended adjustment. Dr. Koons noted that historically, the GOB has included two budgets—one for curriculum and instruction/educational technology and another for building maintenance. Noting that only 3% of district contributions went toward building and maintenance, he proposes focusing the GOB solely on curriculum and instruction starting in the 2025–2026 budget year. Dr. Koons said this change would streamline the allocation of district contributions without increasing costs. Dr. Koons then provided a side-by-side comparison of the current budget structure with the proposed adjustment and invited feedback from the Board on the revised approach. After a question-and-answer session and brief discussion regarding the adjusted structure of the GOB by the Board and CLIU administration, President Williams moved on to fiscal matters.

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 September 30, 2024 as presented.

Bills to be Ratified—September 9, 2024 through October 13, 2024

Ratification of bills paid from September 9, 2024 through October 13, 2024 in the amount of \$5,414,982.35.

Bills to be Approved

Payment of bills for October 21, 2024 as listed: Bills for Approval – 10/21/24 - \$2,914,150.55.

Moved: Sherry Haas; Seconded: Jennifer Senavaitis; Roll Call 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 removing Item B; Retirements:

Resignations

Resignation of the following person(s):

Rachel Haring, Substitute Teacher and Instructional Assistant, effective the close of business September 6, 2024.

Drew Whitman, Substitute Teacher and Instructional Assistant, effective the close of business September 17, 2024.

John Cuth, Substitute Vehicle Driver/Vehicle Assistant, effective the close of business September 19, 2024.

Christine Sherwood, BC/MT/BC(LIC)/BC(ABA), effective the close of business November 1, 2024.

Taylor Wentz, Instructional Assistant, effective the close of business September 20, 2024.

Alexa Everett, Instructional Assistant, effective the close of business October 10, 2024.

Cassandra Borrell, Vehicle Assistant, effective the close of business October 14, 2024.

PERSONNEL MATTERS (continued)

Resignations (continued)

James Lehman, Vehicle Driver/Vehicle Assistant, effective the close of business October 21, 2024.

Retirement

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

Sandra Long, Instructional Assistant, effective the close of business November 7, 2024 (9 Years of Service).

Karen Shellhammer, Vehicle Assistant and Substitute Utility Staff, effective the close of business December 20, 2024 (20 Years of Service).

Amy Dailey, Vehicle Driver/Vehicle Assistant, effective the close of business September 27, 2024 (5 Years of Service).

Louis Chicchi, Jr., Vehicle Assistant, effective the close of business December 20, 2024 (8 Years of Service).

Randy Parry, Director of Transportation Services, effective the close of business June 30, 2025 (10 Years of Service).

Full-Time Employment

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

Jenna Baringer, Instructional Assistant, Peters Elementary School, at an annual salary of \$27,000, prorated for the 191-day work year, effective September 30, 2024 (Instructional Assistant Pool; Special Programs and Services Budget).

Gail Lutz, Instructional Assistant, Carbon County Enhanced Autism, at an annual salary of \$27,000, prorated for the 191-day work year, effective October 22, 2024 (Instructional Assistant Pool; Special Programs and Services Budget).

Rebecca Lozowsky, Speech Therapist, Itinerant, at an annual salary of \$55,782, Step 1, Column M, prorated for the 194-day work year, effective October 22, 2024 (Replacement for Emily Bumbulsky, Resigned; Special Programs and Services Budget; Non-Tenured).

Lana Kisselbach, Instructional Assistant, Leighton Elementary Center, at an annual salary of \$23,250, prorated for the 191-day work year, effective October 22, 2024 or upon receipt of final paperwork, but no later than January 22, 2025 (Instructional Assistant Pool; Special Programs and Services Budget).

Lisa Yandrasitz, Software Support Specialist, CLIU Central Office, at an annual salary of \$65,000, prorated for the 242-day work year, effective November 11, 2024 (New Position; Management Information Systems Budget).

Heather Unangst, Classroom Nurse, Itinerant, at an annual salary of \$57,000, prorated for the 194-day work year, effective October 22, 2024 or upon receipt of final paperwork, but no later than January 22, 2025 (New Position; Special Programs and Services Budget).

Angelina Vasquez Paulino, Vehicle Driver/Vehicle Assistant, at an hourly rate of \$17.82/Vehicle Driver and \$15.00/Vehicle Assistant, effective October 16, 2024 (Transportation Pool; Transportation Budget).

Ehssan Dahdal, Instructional Assistant, Lehigh County Enhanced Autism, at an annual salary of \$27,500, prorated for the 191-day work year, effective October 22, 2024 or upon receipt of final paperwork, but no later than January 22, 2025 (Instructional Assistant Pool; Special Programs and Services Budget).

PERSONNEL MATTERS (continued)

Full-Time Employment (continued)

Jennifer Melber, Instructional Assistant, Northwestern Lehigh High School, at an annual salary of \$26,500, prorated for the 191-day work year, effective October 22, 2024 or upon receipt of final paperwork, but no later than January 22, 2025 (Instructional Assistant Pool; Special Programs and Services Budget).

Selene Polaha, Teacher, Special Education, Itinerant, at an annual salary of \$76,976, Step 15, Column M, prorated for the 194-day work year, effective October 22, 2024 or upon receipt of final paperwork and release from current employer, but no later than January 22, 2025 (Replacement for Pamela Piovesan, Resigned; Early Intervention Budget; Tenured).

Jessica Mercado Irizarry, Instructional Assistant, Panther Valley Junior/Senior High School, at an annual salary of \$26,750, prorated for the 191-day work year, effective October 22, 2024 or upon receipt of final paperwork, but no later than January 22, 2025 (Instructional Assistant Pool; Special Programs and Services Budget).

James Lehman, Job Coach, Itinerant, at an annual salary of \$28,000, prorated for the 191-day work year, effective October 22, 2024 (Replacement for James Gilson, Retired; Special Programs and Services Budget).

Clifford Castoral, Teacher, Special Education, Veterans Memorial Elementary School, at an annual salary of \$69,357, Step 10, Column M12, prorated for the 191-day work year, effective December 9, 2024, or upon release from current employer, whichever occurs first, but no later than March 7, 2025 (Replacement for Alyssia Wechsler, Transferred; Special Programs and Services Budget; Tenured).

Part-Time Employment

Part-Time Employment of the following person(s), up to 29 hours per week:

Athen Orland, Instructional Assistant, Whitehall Coplay Education Center, at the hourly rate of \$17.50, effective October 22, 2024 or upon receipt of final paperwork, but no later than January 22, 2025 (Instructional Assistant Pool; Early Intervention Budget).

Unpaid Leave

Grant an Unpaid Leave to the following person(s):

#4232, Vehicle Assistant, Unpaid Family Sick Leave, without precedent, not provided for under the federal Family Medical Leave Act, beginning December 16, 2024 and ending on March 3, 2025 with a return to work date of March 4, 2025.

Mentor(s)

Payment(s) per the CLEA contract, to the following Mentor(s), after September 30, 2025 for serving in the Mentor role for Year 1 of the CLIU Induction program:

<u>Mentor(s)</u>	<u>Inductee(s)</u>
Kelly Howatt	Samantha Roth
Dana Stenroos	Jennifer Fandl
Katelyn Rigney	Hayley Bobb
Kari Walbert	Ryan King

Emergency Employment

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

PERSONNEL MATTERS (continued)

Emergency Employment (continued)

Karle Schwartz, Certified Occupational Therapy Assistant, at the hourly rate of \$30.00, effective September 25, 2024.

Mark Gans, Emotional Support Interventionist, at the hourly rate of \$35.00, effective September 27, 2024.

Linda Murphy, Certified Occupational Therapy Assistant, at the hourly rate of \$30.00, effective October 22, 2024 or upon completion of final paperwork and onboarding requirements, but no later than January 22, 2025.

Linda Murphy, Instructional Assistant, at the hourly rate of \$16.75, effective October 22, 2024 or upon completion of final paperwork and onboarding requirements, but no later than January 22, 2025.

Gisele Atherholt, Instructional Assistant, at the hourly rate of \$16.75, effective October 22, 2024 or upon completion of onboarding requirements, but no later than January 22, 2025.

John Ilgenfritz, Teacher and Instructional Assistant, at the Board approved rate, effective October 22, 2024.

Contracted Services

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

Gwendolyn Reinhard, Teacher, ESL, at the hourly rate of \$60.00, effective September 18, 2024.

Contract with the Following Person:

Susan Gair Luciano, Speech and Language Certification Program Instructor, at a stipend of \$325/participant up to \$2,400 for course instruction of Fluency and Voice Disorders, with additional \$175 per participant if over 10 and additional \$400 for course revisions if preapproved as needed, effective November 6, 2024 through December 20, 2024, to be paid upon completion.

Substitutes

Approve the following substitutes for the 2024-2025 fiscal year, up to 29 hours per week at the board approved rate(s):

Substitute Teacher

Michael Choy, upon completion of onboarding requirements, but no later than January 22, 2025.

Substitute Vehicle Assistant

Andrea Maldonado, upon completion of onboarding requirements, but no later than January 22, 2025.

Behavioral Health Services Personnel Pool

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

Laurie Plotsko, Licensed Outpatient Therapist

Arianna Basile, Outpatient Therapist (Bachelor's), upon completion of final paperwork and onboarding requirements, but no later than January 22, 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:

Heather Rosado

PERSONNEL MATTERS (continued)

Tenure Acknowledgement

Tenure has been granted to the following CLIU Employee:

Megan Harding

President Williams took a moment to recognize the CLIU retirees listed on the agenda, giving special acknowledgment to Randy Parry, Director of Transportation, and offering congratulations to all. He also took a moment to recognize Athen Orlang for his new employment at CLIU.

Moved: Barbara Sipler; Seconded: Jeremy Glaush; Vote: Yes – 11; No – 0; Abstentions – 0; Absent – 3.

RESOLUTION TO APPROVE RESCISSION OF PAIUNET BYLAWS AND AGREEMENT TO DISSOLVE PAIUNET INTERGOVERNMENTAL COOPERATION AGREEMENT

WHEREAS, the Pennsylvania Association of Intermediate Units Network is an intergovernmental cooperation agreement to operate an interconnected high speed broadband communications network that was originally established in 2008, and is governed by the Bylaws most recently adopted and restated in their entirety effective July 1, 2020; and

WHEREAS, currently there are 17 Intermediate Unit members of PAIUnet; and

WHEREAS, the PAIUnet Board is comprised of the Boards of Directors of the 17 member intermediate units, and has delegated the affairs of operation, administration, and management of PAIUnet to the PAIUnet Council; and

WHEREAS, the Executive Director of each Intermediate Unit member of PAIUnet is a member of PAIUnet Council; and

WHEREAS, PAIUnet Council determined that it is in the best interests of the member Intermediate Units to terminate the PAIUnet intergovernmental cooperative agreement; and

WHEREAS, in October 2024, PAIUnet Council approved the rescission of the PAIUnet Bylaws and a Dissolution Agreement to conclude the activities of PAIUnet by June 2026; and

WHEREAS, as members of the PAIUnet Board, the Board of Directors of each of the 17 Member Intermediate Units must vote on the rescission of the PAIUnet Bylaws and approval of the PAIUnet Dissolution Agreement.

NOW THEREFORE BE IT RESOLVED THAT the Board of Directors of this Intermediate Unit:

- A. Approves the Agreement to Dissolve PAIUnet and rescission of the PAIUnet Bylaws in accordance with the schedule set forth in the Agreement; and
- B. Authorizes the Executive Director of this Intermediate Unit to approve non-substantive edits to the Agreement to Dissolve PAIUnet, and to execute the Agreement on behalf of this Intermediate Unit; and
- C. Agrees to abide by the terms of Agreement to Dissolve PAIUnet as the governing legal document for concluding PAIUnet's operations and business affairs, and dissolving PAIUnet.

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

UNFINISHED BUSINESS

There was no Unfinished Business to discuss at the meeting.



NEW BUSINESS

The Board accomplished the first reading of Policy 822: Privacy of Individually Identifiable Health Information and 3000 Policies: CLIU Professional Employee. The policies will now be put on the agenda for a second reading in November.

PUBLIC COMMENT

The public offered no comments at this meeting.

BOARD SHARING

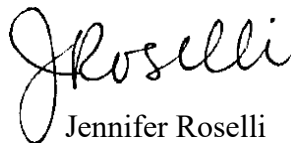
Sherry Haas encouraged her fellow Board members to contribute an item for the Board's donation basket. She also expressed gratitude for everyone's cards, texts, calls and prayers. Additionally, Ms. Haas shared that the Palmerton Area School District has appointed Mrs. Angela Friebolin as its new superintendent.

Emily Gehman shared the sad news that Southern Lehigh's beloved middle school assistant principal Mr. Jack Hanke passed away. Ms. Gehman noted that Mr. Hanke was a well-known and well-loved figure, making his loss deeply felt by everyone.

ADJOURNMENT

- MOTION: The Carbon Lehigh Intermediate Unit Board of Directors meeting adjourned at 7:33 p.m. Moved: Jennifer Senavaitis; Seconded: Sherry Haas. President Williams declared the meeting adjourned.

Respectfully submitted,



Jennifer Roselli  
Board Secretary

**NEXT BOARD MEETING**  
**Monday, November 18, 2024**  
**6:30 P.M.**  
**Carbon Lehigh Intermediate Unit**  
**4210 Independence Drive**  
**Schnecksville, PA 18078**