

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

MONDAY, SEPTEMBER 16, 2024

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

Meeting No. 646

CALL TO ORDER

President George Williams called the six hundredth and forty sixth meeting of the Carbon Lehigh Intermediate Unit Board of Directors to order at 6:35 p.m.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance followed the Call to Order.

ATTENDANCE

Board Members in Attendance: Andrene Brown-Nowell, Jason Bashaw, Dr. William Whitney, Richard Flacco, Jeremy Glaush, Gale Husack, Jennifer Senavaitis, Sherry Haas, Anthony DeMarco, Annette Wilcox, Laura McKelvey, Barbara Sipler, and George Williams. Board Member Absent: Emily Gehman. Staff: Dr. Gregory S. Koons, Gretchen Boyer, Jeanne Coy, George Husack, Sean LeDonne, Dr. Cathy Nelson, Randy Parry, Jennifer Roselli, David Russell, Dr. Lisa Schumacher, Dr. Mark Scott, Kim Talipan; Margie Rivera, Annie Sullivan Award Winner; Olga Stepanova, Annie Sullivan Award Winner; Colleen Schenkenberger, support for Olga Stepanova; 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 AUGUST 19, 2024 CLIU BOARD OF DIRECTORS MEETING MINUTES

- MOTION: The Carbon Lehigh Intermediate Unit Board of Directors approves the minutes of the August 19, 2024 meeting as presented.

Moved: Jeremy Glaush; Seconded: Gale Husack; Vote: Yes – 13; No – 0; Abstentions – 0; Absent – 1.

BOARD PRESIDENT'S REPORT

President Williams encouraged the Board to come together to contribute a basket for the Carbon Lehigh Special Needs Children's Foundation (CLSNCF) raffle, with winners to be announced on Monday, December 16, 2024. Pictures of the baskets will be available on the CLSNCF website on November 1, 2024. Dr. Mark Scott offered to pre-print tickets for any Board members interested in purchasing them. Dr. Scott emphasized the importance of the raffle as a key fundraising event for the foundation, highlighting that it helps provide food, warm clothing, and gifts for families during the holiday season.

President Williams also informed the Board that the next CLSNCF golf tournament is scheduled for Tuesday, June 17, 2025.

CORRESPONDENCE TO THE BOARD/CLIU UPDATE

Dr. Koons noted that he and Kim Talipan met with each director to review their departmental goals, ensuring they are closely aligned with CLIU's organizational objectives in line with this year's theme, "Going Beyond All Limits."

CORRESPONDENCE TO THE BOARD/CLIU UPDATE (continued)

Dr. Koons then updated the Board on the new Whitehall-Coplay Early Learning Center noting that the Early Learning Center successfully opened on Tuesday, September 3rd. Bobby Ray is on-site and acclimating well. The center includes 12 Early Intervention classrooms and itinerant services.

CLIU DEPARTMENTAL SERVICES PRESENTATION

Annie Sullivan Award Presentation

Dr. Mark Scott, Director of Special Programs and Services, noted that each year, the Annie Sullivan Award, named for Helen Keller's teacher and friend, honors a member of the educational community that exemplifies caring involvement with students with disabilities and helps others in our school and the community to understand and accept students with disabilities. This award is presented to the winner at the CLIU Staff Opening Day each year.

Dr. Scott noted that this year, he was humbled by the exceptional nominations from across the district, highlighting individuals who truly embody compassion, innovation, and dedication. After careful consideration, he said the CLIU is honored to present the Anne Sullivan Award to not one, but two outstanding recipients.

Margarita "Margie" Rivera, an Early Intervention Teacher, is praised for her ability to deeply connect with students and families, offering comfort and inspiration. Colleagues describe her as a visionary whose approach to student learning is truly unique, driven by her unwavering belief in each student's potential.

Olga Stepanova, a Behavioral Health Consultant, is recognized for her perseverance and genuine care. Parents commend her for her kindness and resourcefulness in creating a supportive, inclusive environment that has transformed her program. Her impact extends far beyond the classroom, with former students continuing to seek her guidance.

Both recipients exemplify selflessness and embody our district's mission of helping children learn. Dr. Scott then asked the Board to join him in congratulating Margie Rivera and Olga Stepanova, this year's Anne Sullivan Award recipients.

Dr. Scott then showed a video of the award winners' big moment on Opening Day and the Board gave both Ms. Rivera and Ms. Stepanova a round of applause.

Both Margie and Olga expressed their humility upon receiving the award and graciously accepted it on behalf of the team members they work alongside.

Extended School Year Program Presentation

Sean LeDonne, Assistant Director of Special Programs and Services shared the following information on the CLIU Extended School Year (ESY) Program. She said the design of the ESY program is to maintain the skill set that both teachers and families have worked on to help these students achieve. Ms. LeDonne remarked over 478 students were served this summer, including related services, and ESY ran from July 2<sup>th</sup> through July 25<sup>th</sup>.

CLIU provides these services at: Jim Thorpe Area School District, Parkland School District, Whitehall-Coplay School District, and CLIU facilities.

Lastly, a breakdown of the number of students served, by district, was shared with the Board:

- 130 students were hosted at Whitehall-Coplay School District in the MDSB program; and
- 70 students were hosted at the Jim Thorpe Area School District; and

CLIU DEPARTMENTAL SERVICES PRESENTATION (continued)

Extended School Year Program Presentation (continued)

- 45 students were hosted at Orefield Middle School, Parkland School District.
- 47 students were served at the CLIU Center Based locations.

Ms. LeDonne thanked the staff who worked the ESY program this year. She also thanked all the districts that continually work with CLIU to provide the support and the space to hold these programs. To conclude the presentation, a brief ESY celebration video was shown.

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 August 31, 2024 as presented.

Bills to be Ratified—August 12, 2024 through September 8, 2024

Ratification of bills paid from August 12, 2024 through September 8, 2024 in the amount of \$4,735,307.16.

Bills to be Approved

Payment of bills for September 16, 2024 as listed: Bills for Approval – 09/16/24 - \$2,070,298.65.

Lease Agreement

Approve the agreement between the Carbon Lehigh Intermediate Unit #21 and the East Side Youth Center, 1140 East Clair Street, Allentown, PA for the purpose of providing facilities for physical education and recreational activities for students attending the Allentown Learning and Achievement School at the rate of \$40 per hour from September 1, 2024 through June 30, 2025, as presented.

Moved: Dr. William Whitney; Seconded: Sherry Haas; Vote: Yes – 13; No – 0; Abstentions – 0; Absent – 1.

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):

Deborah Markert, Vehicle Driver/Vehicle Assistant and Substitute Utility Staff, effective the close of business August 12, 2024.

Pedro Delgado Escano, Vehicle Driver/Vehicle Assistant, effective the close of business July 26, 2024.

Hunter Henritz, Vehicle Driver/Vehicle Assistant, effective the close of business June 17, 2024.

Tracey Strunk, Instructional Assistant, effective the close of business August 6, 2024.

Karen Kiefer, Instructional Assistant, effective the close of business August 13, 2024.

Tammy Steele, Administrative Assistant, effective the close of business August 25, 2024.

Kathryn Hillegass, Instructional Assistant, effective the close of business August 25, 2024.

Engi Khalil, Instructional Assistant, effective the close of business August 29, 2024.

Carli Henichak, Social Worker and Contracted Social Worker, effective the close of business August 28, 2024.

PERSONNEL MATTERS (continued)

Resignations (continued)

Danielle Argot, Educational Consultant, Contracted Educational Consultant and Homebound Instruction and Instruction In the Home Pool, effective the close of business September 20, 2024.

Shaun McElmoyle, Educational Consultant, Contracted Educational Consultant and Contracted Safety Care Trainer, effective the close of business October 14, 2024.

Mavis Abosi, Instructional Assistant, effective the close of business August 29, 2024.

Erika Katona, Job Coach, effective the close of business September 6, 2024.

Zackary Adams, Instructional Assistant, effective the close of business September 6, 2024.

Vanessa McCormick, Speech Therapist and Contracted Speech Therapist, effective the close of business September 16, 2024.

Heather Pasquariello, Contracted Behavioral Associate, effective the close of business September 27, 2024.

Allison Bucari, Special Education Supervisor, effective the close of business November 8, 2024.

Retirement

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

Patti Kohler, Administrative Assistant, effective the close of business January 3, 2025 (18 Years of Service).

Janet Fandl, Instructional Assistant, effective the close of business August 31, 2024 (9 Years of Service).

Full-Time Employment

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

Tammy Steele, Billing Coordinator, CLIU Central Office, at an annual salary of \$46,000, prorated for the 242-day work year, effective August 26, 2024 (Replacement for Patricia Sharbaugh, Retired; Special Programs and Services Budget).

Cindy Ziegler, Teacher, Special Education, Panther Valley Elementary School, at an annual salary of \$93,746, Step 19, Column M30, prorated for the 194-day work year, effective September 17, 2024 or upon receipt of final paperwork and proper certification (Replacement for Jeniemarie Farrow, Resigned; Special Programs and Services Budget; Tenured).

Paulette Watson, Vehicle Driver/Vehicle Assistant, at an hourly rate of \$20.25/Vehicle Driver (CDL) and \$15.00/Vehicle Assistant, effective August 30, 2024 (Transportation Pool; Transportation Budget).

Larissa Cameron, Instructional Assistant, Carbon Learning Achievement School, at an annual salary of \$25,500, prorated for the 191-day work year, effective September 17, 2024 (Instructional Assistant Pool; Special Programs and Services Budget).

Kathryn Hillegass, Instructional Associate, Emmaus High School, at an annual salary of \$36,250, prorated for the 191-day work year, effective August 26, 2024 (New Position; Special Programs and Services Budget).

Ellen O'Neill, Mental Health Specialist, Itinerant, at an annual salary of \$48,000, prorated for the 195-day work year, effective September 17, 2024 or upon receipt of final paperwork (Replacement for Dani Butz, Resigned; Partial Hospitalization Budget).

PERSONNEL MATTERS (continued)

Full-Time Employment (continued)

Brandon Harris, CDL Driver, at an hourly rate of \$20.25, effective August 22, 2024 (Transportation Pool; Transportation Budget).

Lauren Bear, Educational Consultant, Itinerant, at an annual salary of \$73,281, Step 13, Column M, prorated for the 194-day work year, effective September 17, 2024 or upon receipt of final paperwork and release from current employer (Replacement for Danielle Argot, Resigned; Special Programs and Services Budget).

Vanessa McCormick, Special Education Facilitator, CLIU Central Office, at an annual salary of \$79,871 (prorated for a 191 day work year) Step 16, Column M12, plus 19 days per diem, not to exceed a 210 day work year, effective September 17, 2024 (Replacement for Clifford Castoral, Resigned; Special Programs and Services Budget; Tenured).

Part-Time Employment

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

Eman Almaqassissi, Instructional Assistant, Whitehall Coplay Education Center, at the hourly rate of \$18.00, effective September 17, 2024 or upon receipt of final paperwork (Instructional Assistant Pool; Special Programs and Services Budget).

Zuleika Delacruz Rios, Instructional Assistant, Whitehall Coplay Education Center, at the hourly rate of \$18.00, effective September 17, 2024 or upon receipt of final paperwork (Instructional Assistant Pool; Special Programs and Services Budget).

Unpaid Leave

Grant an unpaid leave to the following person:

#4278, Autism Support Interventionist, Unpaid Leave, without precedent, not provided for under the federal Family Medical Leave Act, beginning September 6, 2024 and ending on September 16, 2024 with a return-to-work date of September 17, 2024.

#4335, Vehicle Assistant, Unpaid Medical Leave, without precedent, not provided for under the federal Family Medical Leave Act, beginning October 16, 2024 and ending on November 5, 2024 with a return-to-work date of November 6, 2024.

#139, Vehicle Driver/Vehicle Assistant, Unpaid Medical Leave, without precedent, not provided for under the federal Family Medical Leave Act, beginning September 30, 2024 and ending on October 11, 2024 with a return-to-work date of October 15, 2024.

Support Teacher

Payment of \$1200, to the following support teacher for the 2023-2024 induction year:

Support Teacher

Amanda David

Scholar

Lerin Hagenbuch

Homebound Instruction and Instruction in the Home Pool

The following Professional Employees to provide Homebound Instruction/Instruction in the Home on an as-needed basis for the 2024-2025 fiscal year, at the appropriate hourly rates, up to 29 hours per week:

Traci Kinney

Rachel Connors

PERSONNEL MATTERS (continued)

Emergency Employment

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

Mark Simon, School Psychologist, at the hourly rate of \$75.00, effective September 17, 2024.

Patricia Mengel, Driver Education Teacher, at the hourly rate of \$25.25, effective September 17, 2024.

Contracted Services

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

Lauren Bear, Educational Consultant, at the appropriate hourly rate, effective September 17, 2024.

Substitutes

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

Substitute Teacher and Substitute Instructional Assistant

Drew Whitman  
John Ilgenfritz

Substitute Instructional Assistant

Dezarae Kirk, effective July 1, 2024.

Substitute Vehicle Driver and Vehicle Assistant

John Cuth  
Pedro Delgado Escano, effective July 27, 2024.  
Deborah Markert, effective August 13, 2024.

Renewal of Summer Employment Pool Professional and Support Staff

Approve the following lists of Summer Employment Pool Professional and Support Staff for renewal, on an as-needed basis, September 1, 2024 to August 31, 2025 at the appropriate hourly rate or board approved rates, up to 29 hours per week:

2025 Summer Employment Pool Professional Staff

Dana Alkhas	Brittany Gangaway	Hillary Orobono
Kali Andrew	Bethann Garcia	Evan Pensabene
Donna Andrews	Maia Geiger	Ryan Phillips
Penni Andrews	Monica Geist	Melissa Piech
Kelsey Anthony	Donna Getz	Laurie Plotsko
Alexis Arndt	Robert Giordano	Jamie Potenzi
Susan Badu	Lea Graeffe	Kaitlin Ravier
Jessica Baker	Amber Graziano	Lauren Reiss
Erin Barone	Susan Graziano	Amanda Resh
Amy Barthol	Brielle Haas	Cassandra Reyes Detweiler
Elizabeth Bartolucci	Lerin Hagenbuch	Laura Rigdon
Richele Bergdahl	Suzanne Hammond	Lauren Rivers
Colleen Besz	Thomas Hartman	Anthony Romano
Lana Bitar	Amanda Hoffman	Marie Rosahac
Julie Borden	Kerrie Hoffman	Wanda Rousenberger
Ralph Breinich	Mary Beth Huber	Benjamin Sauerwine

Renewal of Summer Employment Pool Professional and Support Staff

Andrea Brenneman	Beverley Jones	Ty Schessler
Jenna Brody	Tricia Kanick	Concetta Schultz
Chad Campbell	Robert Keller	Molly Scialanca
Amanda Cappella	Traci Kinney	Aubrey Scott
Amy Cengeri	Erin Kisselbach	Beth Sensenig
Molly Cerreta	Lisa Kistler	Holly Sharkazy

PERSONNEL MATTERS (continued)

Renewal of Summer Employment Pool Professional and Support Staff  
(continued)

Lenore Chippi	Carley Knappenberger	Daniel Sist
Jamie Ciabattari	Joanna Kozyra Barilla	Krista Slane
Patricia Claypoole	Karen Kuhn	Alyssa Smith
Sandra Cobbold	Mary Kusakavitch	Dana Smith
Molly Coleman	Jacqueline Legutko	Abbigail Stachnik
Rachel Connors	Donna Lobach	Melony Stanton
Julie Continenza	Lisa Longenbach	Heather Stay
Mae Crouthamel	Patricia Lorkowski	James Steber, Jr.
Robin Cunningham	Roderick Lowe	Dana Stenroos
Daniel Curtis	Jayne Luca	Gretchen Stianche
Francis Damian	JoAnn Lutz	Kristin Stokes
Dova Day	Lisa Lux	Esthephany Suazo
Donna Decesaris	Murphy Lynch	Kelly Sutphin
Deborah DeGiovine	Kimberly Marchessault	Heather Szoke
Jennifer Diaz	Angela Masters	Anmarie Tarapchak
Lori Dreisbach	Jeffrey Martin	Kelly Theophile
Julia Duerr	Margaret Mazur	Leanne Thomas
Jamie Duld	Joanne Mazzante	Wendy Tolan
Corinne Durange	Jonafer McDonald	Alicia Trotter
John Edelman	Scott McKinney	Natalie Turner
Denyse Edwards	Sarah McKinnon	Heather Updegraff
Adelaide Erschen	Michelle McWhinney	Kari Walbert
Stephanie Falcone	Barley Melcher	Amy Walter
Karen Famularo	Rudy Mendez	LeDonne Wanamaker
Jennifer Fandl	Christina Morgan	Russell Watkins
Kristen Farley	Jacqueline Morgan	Alyssia Wechsler
Jeniemarie Farrow	Jessie Moser	Lynette Wendling
Blake Felker	Nicole Muhleisen	Marijo Whalen
Courtney Fillman	Deborah Neff	Karen Wilson Payne
Gabrielle Fink	Lori Nicholas	Shannon Wisser
Candace Frame	Ian Noll	Nicole Yenser
Aaron Fritz	Jessica O'Brien	Holly Yon
Shannon Frycklund	Kristyn Off	Emily Zappulla
	Alix Olesak	Sherri Zeilinger

2025 Summer Employment Pool Support Staff

Joyce Adam	Samantha Heintzelman	Amy Pidgeon
Ashley Barone	Katrina Herber	Benjamin Rader
Brenda Barry	Melany Herrmann	Nisarhusein Rahim
Jeanette Binder	Emily Highland	Naznin Rahim
Jessica Bortz	Kathleen Hinger	Christine Roman
Alina Capote	Priscilla Huff	Alycia Scebelo
Denise Christman	Felicia Hutton	Renee Schoch
Sandra Cobbold	Christine Jones	Kennadi Sell
Danielle Coomer	Ursula Kemmerer	Nayyer Shokrani
Brooke Damweber	Tia Ketchledge	Gwendolyn Simons
Janelle Demko	Dezarae Kirk	Marie Smith
Connie Derr	Beth Klein Newton	Kelly Sommers
Heather Dunbar	Katie Klucharich	Allison Steeg
Kathy Everleth	Paula Koons	Danyell Strohl
Anna Filippova	Erika Krage	Giorka Tavarez
Heidi Frack	Alyssa Lancsak	Jasmine Tiedeman
Emily Franko	Kellie Lanko	Wendy Troutman
Amber Freeh	Keri Lauer	Alexandra VanNorden
Brittany Gangaway	Stacey Levitsky	Lara Walker

PERSONNEL MATTERS (continued)

2025 Summer Employment Pool Support Staff (continued)

Mikayla Gangaway	Jessica McMillin	Wendy Walker
Laura Gardner	Tina Minnich	Vicki Warminsky
Shannon Garner	Margaret Mooney	Larry Wetzel
Kelly Gaston	Sherri Mosser	Shannon Wisser
Jennifer Gonzalez	Kaitlyn Muffley	Amanda Wolford
Tracey Grim	Alyssa Murphy	Rene Wunderlich
Karen Hadesty	Michelle Musselman	Daniel Young
Eullanda Hall	Beth Oswald	Tatjana Zimmerman
Jill Hardiman	Susan Perkins	

Transportation Summer Employment

Approve the following person for 2024-2025 Transportation Summer Employment Vehicle Assistant, at the appropriate hourly rate:

Bret Oplinger

Tenure Acknowledgement

Tenure has been granted to the following CLIU Employees:

Eric Weber  
Brielle Haas  
Barley Melcher  
Michelle Cesar

President Williams took a moment to acknowledge those staff members who attained tenure.

Moved: Gale Husack; Seconded: Jennifer Senavaitis; Vote: Yes – 13; No – 0; Abstentions – 0; Absent – 1.

UNFINISHED BUSINESS

There was no Unfinished Business to discuss at the meeting.

NEW BUSINESS

PSBA Elections for 2025

After a brief discussion, the Carbon Lehigh Intermediate Unit Board of Directors elects the following for the PSBA Governing Board and PSBA Insurance Trust. Jennifer Roselli, Board Secretary, will record these votes in the Simply Voting system as follows:

Governing Board

President Elect - Sabrina Backer, Franklin Area School District  
Vice President - Matt Vanoy, Sharon City School District  
Eastern Zone Representative - Holly Arnold, Tunkhannock Area School District  
Section E-2 Advisor - David Hein, Parkland School District

PSBA Insurance Trust

Nathan G. Mains  
Richard Frerichs  
William S. LaCoff

Moved: Anthony DeMarco; Seconded: Barbara Sipler; Vote: Yes – 13; No – 0; Abstentions – 0; Absent – 1.

PUBLIC COMMENT

The public offered no comments at this meeting.



BOARD SHARING

Sherry Haas expressed her gratitude to the CLIU for facilitating the executive search for Palmerton Area School District and thanked everyone who participated in the district tour with the superintendent candidates.

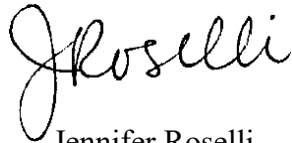
President Williams noted that the superintendent of Whitehall-Coplay School District will also be departing, and the CLIU will conduct an executive search for his district as well.

Jeremy Glaush informed the Board that Lehigh Area School District is also utilizing the CLIU for their executive search, and shared that the experience has been very positive. He extended his thanks to everyone involved in the process.

ADJOURNMENT

- MOTION: The Carbon Lehigh Intermediate Unit Board of Directors meeting adjourned at 7:03 p.m. Moved: Sherry Haas; Seconded: Jeremy Glaush. President Williams declared the meeting adjourned.

Respectfully submitted,



Jennifer Roselli  
Board Secretary

**NEXT BOARD MEETING**  
**Monday, October 21, 2024**  
**6:30 P.M.**  
**Carbon Lehigh Intermediate Unit**  
**4210 Independence Drive**  
**Schnecksville, PA 18078**