

MINUTES
CARBON LEHIGH INTERMEDIATE UNIT
BOARD OF DIRECTORS

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

MONDAY, AUGUST 18, 2025

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

Meeting No. 656

CALL TO ORDER

President George Williams called the six hundredth and fifty sixth 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.

MOMENT OF SILENCE

President Williams led a moment of silence in remembrance of all members of the CLIU family who passed away over the past year.

ATTENDANCE

Board Members in Attendance: Jason Bashaw, Dr. William Whitney, Jeremy Glaush, Gale Husack, Jennifer Senavaitis, Sherry Haas, Anthony DeMarco, Annette Wilcox, Laura McKelvey, Barbara Sipler, and George Williams. Board Member Absent: Andrene Brown-Nowell, Richard Flacco, and Emily Gehman. Staff: Dr. Gregory S. Koons, Gretchen Boyer, Jeanne Coy, George Husack, Eric Lech, Sean LeDonne, Lucia Miletto-O'Brien, Jennifer Roselli, David Russell, Dr. Lisa Schumacher, Dr. Mark Scott, Kim Talipan; Gretchen Titmas, handler for Gemma Skye; Gemma Skye, facility dog, Jaime Mies, Supervisor of Special Programs and Services, and her husband Dan Mies, CLSNCF donation; and Heather Szoke, Annie Sullivan Award winner. Also in attendance: Ellis Katz, Esq., Solicitor.

President Williams took a moment to recognize the newly added third facility dog, Gemma Skye and introduced Gemma's handler, Gretchen Titmas. Gretchen Titmas shared that people are often amazed to learn Gemma Skye is only five months old because of her calm and intuitive nature. Without any prompting, Gemma naturally seeks out individuals who are stressed or flustered in meetings, quietly sitting beside them and helping to set a calming tone. Gretchen described her as "our little gem," adding that she and her family feel blessed to be part of this journey.

Gretchen also explained how she and Jaime Mies are working with trainers to incorporate Gemma Skye into classroom activities for students with communication challenges. For example, Gemma is learning to "touch" on command during circle time, allowing her to activate a button that introduces her to the group—helping students engage and practice intentional communication.

Looking ahead, the team is exploring creative ways for Gemma to support students, such as collaborating with technology staff to develop an adaptive ball-throwing device so a student can independently play fetch with her. Gretchen emphasized how these efforts build meaningful connections for students and integrate Gemma into both learning and social experiences, reflecting the "Beyond Limits" theme.

Gemma said hello to the Board members and President Williams thanked Gretchen for her time.

AUDIENCE INPUT ON AGENDA

There was no audience input on the agenda.

APPROVAL OF THE JULY 21, 2025 CLIU BOARD OF DIRECTORS MEETING MINUTES

- MOTION: The Carbon Lehigh Intermediate Unit Board of Directors approves the minutes of the July 21, 2025 meeting as presented:

Moved: George Husack; Seconded: Jennifer Senavaitis; Vote: Yes – 11; No – 0; Abstentions – 0 ; Absent – 3.

BOARD PRESIDENT’S REPORT

President George Williams shared that he had the honor of speaking at the CLIU Opening Day, which was held virtually this year rather than at Parkland High School, where it typically gathers about 900 people. He noted that the event was a great success and expressed appreciation for the opportunity to participate.

President Williams also wished everyone a smooth start to the new school year and reminded the board that the Foundation’s basket auction is approaching. He encouraged members to share ideas for baskets with Sherry Haas, who continues to organize the effort following Lisa Roth’s retirement, and confirmed that corporate executives will once again be taken care of as in past years.

CORRESPONDENCE TO THE BOARD/CLIU UPDATE

Dr. Gregory Koons shared that the board room has been decorated with student artwork created during the Extended School Year program, aligned with the theme “Individually United!”. He noted that board members also received cell phone holders, which were the giveaways from the Opening Day in-service.

Dr. Koons highlighted a leadership and mentorship experience on July 29th, when two Bloomsburg University students pursuing their Special Education Supervisory Certification visited the CLIU. He extended appreciation to the C&I and SPS Departments for providing valuable training and insights, including “A Day in the Life of a Special Education Supervisor.”

He also reported that a legislative meeting was held on August 6th with IU29 and CLIU superintendents at the Schuylkill Technology Center, where they met with Senator Lynda Culver, Chair of the Senate Education Committee.

Dr. Koons thanked the in-service committee for their planning and coordination of Opening Day on August 11th, which was successfully conducted in a multicast format across five sites.

Dr. Koons introduced George Husack, President of the Carbon Lehigh Special Needs Children’s Foundation, who then welcomed Jamie and Dan Mies. Dan shared his passion for performing music across Pennsylvania and his and Jamie’s commitment to fundraising for nonprofits, having raised nearly \$20,000 in five years to support organizations such as the Lehigh Valley Cancer Society, Northampton County Special Olympics, Victory House, and Bloom for Women. This year, they selected the CLSNCF as the recipient of their annual charitable donation, a decision Dan said was clear after the extraordinary care and encouragement they received from the IU community during his serious medical challenge last year.

Dan expressed deep gratitude for that support, noting how unforgettable it was, and thanked Machs Gute in Bethlehem for helping their fundraiser reach the \$2,500 mark. President Williams thanked the Mies’ for everything that they do and have done for local nonprofit organizations, specifically this year.

G-CLUB PRESENTATION

Dr. Mark Scott, Assistant Director of Special Programs and Services, remarked that the CLIU, in partnership with the Girl Scouts of America, once again provided young women the opportunity to attend summer camp at Camp Moseywood from June 23–26, 2025.

G-CLUB PRESENTATION (continued)

Four campers from Southern Lehigh and East Penn participated in activities such as boating, hiking, archery, swimming, and camping outdoors in platform tents. Parents praised the program for giving their daughters lasting memories, friendships, and confidence through this unique experience.

Dr. Scott concluded by sharing a brief video capturing moments from the camper's time at G-Club.

Dr. Scott then introduced the 2025-2026 Annie Sullivan award winner. He noted that the Annie Sullivan Award, named after Helen Keller's teacher and friend, honors a staff member whose exceptional care and advocacy empowers students with disabilities while fostering community understanding and acceptance. Each year, nominations are gathered from across the CLIU community, reflecting the creativity, perseverance, and dedication of staff. The selection committee is consistently inspired by these stories of quiet heroism.

This year's recipient was praised by a school district administrator for their boundless positivity and steadfast support for students and families—qualities that embody the true spirit of the Annie Sullivan Award. At Opening Day 2025, the Carbon Lehigh Intermediate Unit #21 proudly presented the Annie Sullivan Award to Heather Szoke. Nominated for her innovation and dedication, Heather was recognized for creating technology-rich pathways that open curriculum access for her students and for her steadfast support of families across the CLIU community.

After a round of applause, Ms. Szoke expressed deep gratitude for being honored with the Annie Sullivan Award, admitting she was still in shock when her name was announced. She reflected on her journey with the IU, which began in 2004 when, as a college student majoring in speech and math, she took a position with Extended School Year, not realizing how transformative the experience would be. Though initially overwhelmed, she quickly discovered her passion for working with students with disabilities and was inspired by the dedicated teachers and colleagues who mentored her. This experience motivated her to pursue a graduate degree in special education and ultimately build her career at the IU, where she takes pride in serving a population that is often overlooked.

Heather emphasized how humbled she felt to join the list of past Annie Sullivan Award recipients, many of whom she greatly admires. She noted the outpouring of support she has received from current and former colleagues, describing it as overwhelming and heartwarming. In closing, she reiterated her honor and gratitude, saying the recognition was an experience like no other and a testament to the inspiring community of professionals with whom she works.

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 July 31, 2025 as presented.

Bills to be Ratified – July 14, 2025 through August 10, 2025

Ratification of bills from July 14, 2025 through August 10, 2025 in the amount of \$1,468,211.32.

Bills to be Approved

Payment of bills for August 18, 2025 as listed: Bills for Approval – 08/18/2025 - \$6,514,663.39.

Lease Agreement

Approve lease extension between 940 Cherokee LLC and Carbon Lehigh Intermediate Unit #21 for 940 Cherokee St, #104, Bethlehem, PA 18015 commencing September 1, 2025 and expiring August 31, 2026. Special Programs and Services budget – Work Based Learning.

FISCAL MATTERS (continued)

Decommission Vehicles To Salvage

Vehicle Number	Vehicle Make	Vehicle Model	Year	Mileage	VIN
B01	Ford	F350	2003	233,145	1FDWE35F93HB61684
B03	Ford	F350	2003	253,500	1FDWE35F03HB57720
B12	Ford	F450	2005	299,186	1FDXE45P75HA82326
B14	Ford	F450	2005	288,327	1FDXE45P45HA91596
B23	Chevrolet	E5500	2007	255,868	1GBE5V1977F425485
B26	Ford	Thomas	2011	288,546	1FDFE4FS9BDA70471
B27	Ford	Thomas	2011	303,447	1FDFE4FS4BDA38673
B88	Freightliner	Thomas	2004	216,234	4UZAAXDD24CM47730
B100	Ford	E450	2010	240,392	1FDFE4FP0ADA25493
B101	Ford	E450	2010	211,752	1FDFE4FP2ADA25494
B102	Ford	E450	2009	310,297	1FDFE45P09DA89644
B104	Chevrolet	4500	2009	320,424	1GBJG31K591163658
B105	Chevrolet	Duramax	2009	324,780	1GBJG316991178764
B106	Ford	E450	2010	246,748	1FDFE4FP7ADA17648
B107	Ford	E450	2010	234,819	1FDFE4FP9ADA17649
B108	Ford	E450	2010	213,514	1FDFE4FP7ADA15267
B114	International	Amtran	2001	210,463	1HVBRAAN11A911636
JW01	Chevrolet	Uplander	2008	40,741	1GBDV13W38D154168
V01	Ford	E350	2003	330,343	1FDSE35F03HB78534
V10	Ford	E350	2006	208,921	1FDSE35P86HA35683
V30	Ford	E350	2003	333,141	1FDSE35F33HB41221
V31	Ford	E350	2003	269,275	1FDSE35F23HB78535
V304	Ford	E350	2006	220,531	1FDSE35P26HA35677
V311	Chevrolet	E3500	2007	292,036	1GBHG316371219580
V312	Chevrolet	E3500	2007	282,160	1GBHG316771218397
V313	Chevrolet	E3500	2007	268,084	1GBHG316271219909

Moved: Annette Wilcox; Seconded: Jeremy Glaush; 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):

- Brittany Gangaway, Emotional Support Interventionist, effective the close of business July 24, 2025.
- Scott McHenry, Senior Network Engineer, effective the close of business August 22, 2025.
- Melany Herrmann, Instructional Assistant and Summer Employment Pool Support Staff, effective the close of business June 11, 2025.
- Alyssia Wechsler, Teacher, Special Education and Summer Employment Pool Professional Staff, effective the close of business June 9, 2025.
- Jennifer Keglovics, Teacher, Special Education, effective the close of business September 19, 2025 or earlier depending on the approval of her replacement.

PERSONNEL MATTERS (continued)

Resignations (continued)

Benjamin Rader, Instructional Associate, effective August 10, 2025.

Kevin Heckman, Technology Specialist, effective the close of business August 1, 2025.

Tyler Forker, Vehicle Driver/Vehicle Assistant, Substitute Utility Staff and Transportation Summer Employment, effective the close of business August 1, 2025.

Hayley Bobb, Speech Therapist and Contracted Speech Therapist, effective the close of business September 26, 2025 or earlier depending on the approval of her replacement.

Amanda Cappella, Teacher, Special Education and Summer Employment Pool Professional Staff, effective the close of business July 24, 2025.

Eullanda Hall, Instructional Assistant and Summer Employment Pool Support Staff, effective the close of business July 24, 2025.

Jennifer Melber, Instructional Assistant, effective the close of business July 10, 2025.

Karen Wilson Payne, Teacher, Special Education and Summer Employment Pool Professional Staff, effective the close of business July 11, 2025.

Karen Stoisits, Emergency Employment Substitute Instructional Assistant, effective the close of business August 8, 2025.

Murphy Lynch, Speech Therapist, Contracted Speech Therapist and Summer Employment Pool Professional, effective the close of business July 31, 2025.

Feebie Snow, Part-time Instructional Assistant, effective the close of business July 11, 2025.

Logan Clouse, Vehicle Assistant, Substitute Utility Staff and Transportation Summer Employment, effective the close of business August 8, 2025.

Retirement

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

Concetta Schultz, Teacher, Physical Education, effective the close of business December 31, 2025 (35 Years of Service).

Mark Scott, Director of Special Programs and Services, effective the close of business no sooner than January 6, 2026 or upon replacement of current position, but no later than June 30, 2026 (11 Years of Service).

President Williams took a moment to recognize the retirees.

Full-Time Employment

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

Kelly Sulter, Administrative Assistant, CLIU Central Office, at an annual salary of \$39,500, prorated for the 242-day work year, effective August 11, 2025 (Replacement for Jeanine D’Souza, Resigned; Special Programs and Services Budget).

Christopher Cohen, Software Support Specialist, CLIU Central Office, at an annual salary of \$50,000, prorated for the 242-day work year, effective August 11, 2025 (New Position; Early Intervention Budget).

PERSONNEL MATTERS (continued)

Full-Time Employment (continued)

Chantele Grate, Instructional Assistant, Parkland High School, at an annual salary of \$29,000, prorated for the 191-day work year, effective August 11, 2025 (Instructional Assistant Pool; Special Programs and Services Budget).

Kaitlyn Torres, Instructional Assistant, Sheckler Elementary School, at an annual salary of \$23,250, prorated for the 191-day work year, effective August 11, 2025 (Instructional Assistant Pool; Special Programs and Services Budget).

Barbara Stufflet, Instructional Assistant, Whitehall Coplay Early Learning Center, at an annual salary of \$28,000, prorated for the 191-day work year, effective August 11, 2025 (Instructional Assistant Pool; Early Intervention Budget).

Ginger Fleetwood, Certified Occupational Therapy Assistant, Itinerant, at an annual salary of \$50,000, prorated for the 191-day work year, effective August 25, 2025 (Replacement for Lauren Eltz, Resigned; Special Programs and Services Budget).

Benjamin Rader, Autism Support Interventionist, Lehigh County Enhanced Autism, at an annual salary of \$38,000, prorated for the 194-day work year, effective August 11, 2025 (Replacement for Anthony Romano, Transferred; Special Programs and Services Budget)

Rebecca Zeitler, Instructional Assistant, Carbon County Enhanced Autism, at an annual salary of \$23,000, prorated for the 191-day work year, effective August 11, 2025 (Instructional Assistant Pool; Special Programs and Services Budget).

Charlotte Nemeth, Job Coach, Itinerant, at an annual salary of \$29,000, prorated for the 191-day work year, effective August 19, 2025 or upon receipt of final paperwork, but no later than November 18, 2025 (Replacement for Gina Bauer, Resigned; Special Programs and Services Budget).

Victoria Jimenez, Vehicle Assistant, at an hourly rate of \$15.00, effective August 19, 2025 or upon receipt of final paperwork, but no later than November 18, 2025 (Transportation Pool; Transportation Budget).

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

Scott Nation, Instructional Assistant, Catasauqua Middle School, at an annual salary of \$24,000, prorated for the 191-day work year, effective August 11, 2025 (Instructional Assistant Pool; Special Programs and Services Budget).

Amanda Belford, Instructional Assistant, Lehighton Elementary Center, 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 November 18, 2025 (Instructional Assistant Pool; Special Programs and Services Budget).

Kyle Gangewere, Instructional Assistant, Allentown Learning Achievement School, at an annual salary of \$27,000, prorated for the 191-day work year, effective August 11, 2025 (Instructional Assistant Pool; Special Programs and Services Budget).

Sabrina Walters, Teacher, Special Education, Liberty Lane, at an annual salary of \$62,900, Step 4, Column M12, prorated for the 194-day work year, effective August 11, 2025 (New Position; Early Intervention Budget; Non-Tenured).

PERSONNEL MATTERS (continued)

Full-Time Employment (continued)

Katharyn Bannar, Speech Therapist, Whitehall Copley Early Learning Center, at an annual salary of \$64,902, Step 6, Column M, prorated for the 194-day work year, effective August 11, 2025 or upon receipt of final paperwork, but no later than November 18, 2025 (Replacement for Vanessa McCormick, Resigned; Early Intervention Budget; Non-Tenured).

Elizabeth Glassic, Instructional Assistant, Whitehall Copley Early Learning Center, at an annual salary of \$24,000, prorated for the 191-day work year, effective August 11, 2025 or upon receipt of final paperwork, but no later than November 18, 2025 (Instructional Assistant Pool; Early Intervention Budget).

Jennifer Miller, Instructional Assistant, Parkland High School, at an annual salary of \$28,000, prorated for the 191-day work year, effective August 11, 2025 or upon receipt of final paperwork, but no later than November 18, 2025 (Instructional Assistant Pool; Special Programs and Services Budget).

Erica Cappellini, Early Intervention Facilitator, CLIU Central Office, at an annual salary of \$92,866 (prorated for the 194-day work year) Step 19, Column M, plus 19 days per diem, not to exceed a 210-day work year, effective August 19, 2025 or upon receipt of final paperwork and release from current employer, but no later than November 18, 2025 (Replacement for Katie Titano, Resigned; Early Intervention Budget; Tenured).

Michael Brennan, Special Education Facilitator, CLIU Central Office, at an annual salary of \$82,371 (prorated for the 194-day work year) Step 16, Column M12, plus 19 days per diem, not to exceed a 210-day work year, effective August 19, 2025 or upon receipt of final paperwork, but no later than November 18, 2025 (New Position; Special Programs and Services Budget; Tenured).

Unpaid Leave

Grant an Unpaid Leave to the following person:

#1913, Instructional Assistant, Unpaid Leave, without precedent, not provided for under the federal Family Medical Leave Act, beginning June 2, 2025 and ending on September 3, 2025 with a return to work date of September 4, 2025.

Emergency Employment

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

Cheryl Romanell, Vehicle Assistant, at the hourly rate of \$15.00, effective August 29, 2025 or upon completion of final paperwork and onboarding requirements, but no later than November 18, 2025.

Nadine Schmidt, Vehicle Driver/Vehicle Assistant, at the hourly rate of \$24.22/Vehicle Driver and \$17.88/Vehicle Assistant, effective August 29, 2025.

Penny Zastko, Vehicle Driver/Vehicle Assistant, at the hourly rate of \$17.82/Vehicle Driver and \$15.00/Vehicle Assistant, effective August 29, 2025 or upon completion of final paperwork and onboarding requirements, but no later than November 18, 2025.

Ronald Paret, Van Mail Driver, at the hourly rate of \$18.00, effective August 19, 2025 or upon completion of final paperwork and onboarding requirements, but no later than November 18, 2025.

Melody Engel, Behavioral Consultant ABA (Licensed), at the board approved rate, effective August 12, 2025.

Contracted Services

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

Scott McHenry, Senior Network Engineer, at the hourly rate of \$79.00, effective August 23, 2025.

Leah Jaremenko, Safety Care Trainer, at the hourly rate of \$50.00, effective July 1, 2025.

Vanessa McCormick, Special Education Facilitator, at the appropriate hourly rate, effective July 1, 2025.

Substitutes

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

Substitute Administrative Assistant

Sandra Taschler, effective August 30, 2025.

Substitute Instructional Assistant

Jennifer Melber, effective July 11, 2025.

Feebie Snow, effective July 12, 2025.

Substitute Teachers and Substitute Instructional Assistants

Paman Dhanjal, effective August 19, 2025 or upon receipt of final paperwork and onboarding requirements, but no later than November 18, 2025.

Tanisha Thompson, effective August 19, 2025 or upon receipt of final paperwork and onboarding requirements, but no later than November 18, 2025.

Transportation Summer Employment

Approve the following person for the 2025-2026 Transportation Summer Employment Vehicle Driver/Vehicle Assistant position at the appropriate hourly rate:

Beth Fisher

Jerome Pierre, Jr.

Tenure Acknowledgement

Tenure has been granted to the following CLIU Employees:

Gabrielle Fink

Melony Stanton

President Williams took a moment to recognize those who achieved tenure.

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

UNFINISHED BUSINESS

There was no unfinished business discussed at this meeting.

NEW BUSINESS

There was no new business discussed at this meeting.

PUBLIC COMMENT

The public offered no comments at this meeting.

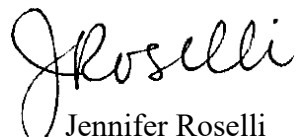
BOARD SHARING

The Board did not share at this meeting.

ADJOURNMENT

- MOTION: The Carbon Lehigh Intermediate Unit Board of Directors meeting adjourned at 7:04 p.m. Moved: Jennifer Senavaitis; Seconded: Jeremy Glaush. President Williams declared the meeting adjourned.

Respectfully submitted,


Jennifer Roselli
Board Secretary

NEXT BOARD MEETING
MONDAY, SEPTEMBER 16, 2024
6:30 P.M.
Via Zoom or at the Carbon Lehigh Intermediate Unit
4210 Independence Drive
Schnecksville, PA 18078