

MINUTES

CARBON LEHIGH INTERMEDIATE UNIT
BOARD OF DIRECTORS

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

MONDAY, OCTOBER 20, 2025

6:30 P.M.—REGULAR BOARD MEETING

Meeting No. 658

CALL TO ORDER

President George Williams called the six hundredth and fifty eighth 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 acknowledged the tragic loss the community experienced on September 30, when a fire in Leighton claimed the lives of a mother and her four children, ages one through fourteen. He noted that two of the children had received services through the IU Early Intervention program and one was enrolled in an IU classroom within the Jim Thorpe Area School District. President Williams expressed the Board's deepest sympathies to the family and loved ones, reflecting on the children's bright spirits and the impact of their loss. He asked all present to join in a moment of silence in their memory.

ATTENDANCE

Board Members in Attendance: Andrene Brown-Nowell, Jason Bashaw, Dr. William Whitney, Jeremy Glaush, Gale Husack, Jennifer Senavaitis, Sherry Haas, Annette Wilcox, Laura McKelvey, Barbara Sipler, and George Williams. Board Member Absent: Richard Flacco, Anthony DeMarco, and Emily Gehman. Staff: Dr. Gregory S. Koons, Gretchen Boyer, Jeanne Coy, George Husack, Eric Lech, Sean LeDonne, Dr. Cathy Nelson, Lucia Miletto O'Brien, Jennifer Roselli, David Russell, Dr. Lisa Schumacher, Dr. Mark Scott, and Kim Talipan. Also in attendance: Dr. Elaine Eib, portrait dedication; Amanda Robbins and Jessica Micocci, Local Task Force Co-Chairs, Local Task Force presentation; and Ellis Katz, Esq., Solicitor.

AUDIENCE INPUT ON AGENDA

There was no audience input on the agenda.

APPROVAL OF THE SEPTEMBER 15, 2025 CLIU BOARD OF DIRECTORS MEETING MINUTES

- MOTION: The Carbon Lehigh Intermediate Unit Board of Directors approves the minutes of the September 15, 2025 meeting, as presented.

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

BOARD PRESIDENT'S REPORT

President Williams started his report by thanking Vice President Haas for filling in for him last month when he was ill.

He then took a moment to update the Board that former Board President, Mr. Robert Bold is in the hospital and asked the Board to keep him in their thoughts.

BOARD PRESIDENT’S REPORT (continued)

President Williams then delivered a heartfelt dedication honoring former Executive Director Dr. Elaine Eib, welcoming her back as a distinguished guest.

He recognized Dr. Eib’s 13 years of visionary and compassionate leadership at the Carbon Lehigh Intermediate Unit, noting that her steadfast commitment to students, families, and districts strengthened programs and services across the region in ways that continue to resonate today. President Williams highlighted her historic role as the first female Executive Director in CLIU’s history, acknowledging not only the groundbreaking nature of her appointment but also the inspiration she provided through her strength, dedication, and exemplary leadership. As a lasting tribute, he announced that Dr. Eib’s photo will be placed alongside those of past Executive Directors, ensuring her legacy is preserved for future generations. On behalf of the Board, President Williams expressed profound gratitude for her service, leadership, and enduring impact, stating that it was a privilege to celebrate her accomplishments.

Dr. Elaine Eib expressed her gratitude for being honored and shared her appreciation for returning to a place that remains deeply meaningful to her. She reflected with humor on how long it took her to provide her photo—despite Dr. Koons’ persistent reminders—and admitted her reluctance to be photographed, though she was pleased with the final result. Dr. Eib spoke warmly about retirement, noting that while she does not miss the pressure or responsibility, she genuinely misses the CLIU community, describing it as a uniquely special place she felt connected to from her first day to her last. She shared that she keeps up with the organization through its strong presence on LinkedIn and Facebook and praised the current executive director’s leadership and communication. Above all, she emphasized that it is the people who make CLIU exceptional and expressed pride in seeing emerging leaders continue to grow within the organization, reaffirming her long-held belief in the strength and spirit of the CLIU community.

Following a warm round of applause, Dr. Eib, Dr. Koons, and President Williams jointly unveiled and placed Dr. Eib’s portrait on the Wall of Executive Directors, marking her lasting place in CLIU’s history.

President Williams then 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 at the next Board meeting.

CLIU UPDATE

Dr. Gregory Koons provided several updates for CLIU. He noted that each member received a t-shirt reflecting this year’s theme, “Individually United,” and recognized the significance of the 50th anniversary of the Individuals with Disabilities Education Act, thanking Eric Lech and the in-service committee for coordinating the shirts.

Dr. Koons also highlighted the Specialist Network Conference, held on October 14th by the C&I Department at LCCC, which brought together approximately 120 specialists from across the region for networking, tailored breakout sessions, and future planning; he shared that he had the opportunity to present on the role specialists play as connectors for students in an increasingly technology-driven world.

Also in his update, Dr. Koons reported that, after consultation with the leadership team and business manager, CLIU will delay its request for authorization of the Revenue Anticipation Note (RAN) until November due to the ongoing state budget impasse. He emphasized the critical impact this delay has on Early Intervention Programs and Services, which rely on these funds and are currently at risk statewide. As the MAWA (Mutually Agreed Upon Written Arrangement) for Early Intervention—similar to how districts function as Local Education Agencies—CLIU typically receives prorated monthly EI funding at the start of each fiscal year, with quarterly adjustments based on expenditure reports. For the 2025–2026 fiscal year, however, the IU has not yet received approximately \$3.5 million, representing three months of program operations.

LOCAL TASK FORCE ADVOCACY

Dr. Cathy Nelson, Assistant Director of Special Programs and Services, shared information regarding The Local Task Force (LTF). She noted the LTF unites parents, districts, the IU, ARC, and community partners to uphold the 1972 Right to Education Consent Agreement, ensuring equitable access to education for students with disabilities.

Guided by a statewide revitalization effort from Dr. Carole Clancy, our region's LTF—led by Amanda Robbins and Jessica Micocci—continues to thrive as a model of collaboration. This year, members joined a statewide Capacity Building Institute in Gettysburg to strengthen communication and shared understanding among stakeholders. The LTF21 Action Plan focuses on increasing awareness and participation, with outreach efforts such as presentations and easily accessible meeting information on the CLIU website supporting ongoing family and district engagement.

Dr. Nelson then played a brief video to support her presentation for the Board.

In support of the LTF presentation, Amanda Robbins and Jessica Micocci, attended via Zoom. They praised Dominic Barone for the video and Dr. Nelson's presentation.

President Williams thanked both Ms. Robbins and Ms. Micocci for their time.

CURRICULUM AND INSTRUCTION/EDUCATIONAL TECHNOLOGIES OVERVIEW

Eric Lech delivered a comprehensive overview of the Curriculum & Instruction and Educational Technologies Department, emphasizing its mission to empower educators through innovation, collaboration, and technology to ensure every child learns. He highlighted that the department's eight professional staff bring over 130 years of combined classroom and leadership experience, serving 14 public LEAs, 2 career and technical institutes, 8 charter schools, and multiple private schools across Carbon and Lehigh Counties.

The team's focus areas include data-informed, evidence-based instruction, STEM and technology innovation, academic planning, equitable learning practices, school climate and wellbeing, and professional growth. Eric underscored how these areas work together to create meaningful and sustainable educational change.

He also reviewed the department's broad range of district services, from leadership, curriculum, and instructional planning to educational technology integration and student enrichment programs. Data from 2023–2025 showed significant growth, including a rise in professional learning touchpoints from 1,715 to 2,060 and student participation in competitions increasing from 675 to 924. The STEM Lending Library saw nearly double the number of loans, reflecting increased engagement in hands-on, inquiry-based learning.

Eric spotlighted the custom and contracted professional learning opportunities—including partnerships with experts such as Dr. Andria Kolb (ELD) and Brandt Hutzler (Technology Education)—as well as the expansion of online CPE courses and educator certification pathways. He also recognized the department's success in growing the education field through instructional and administrative certification programs and the Paraprofessional Preparation Pathway, which collectively support workforce development and leadership growth.

Finally, he shared glowing feedback from partner districts praising the department's high-quality, relevant, and engaging professional development, particularly noting innovative sessions on data use and AI integration for ELL and personalized learning.

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

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, 2025 as presented.

FISCAL MATTERS (continued)

Bills to be Ratified—September 8, 2025 through October 12, 2025

Ratification of bills paid from September 8, 2025 through October 12, 2025 in the amount of \$3,484,600.07.

Bills to be Approved

Payment of bills for October 20, 2025 as listed: Bills for Approval – 10/20/2025 - \$2,970,395.92.

Moved: Barbara Sipler; Seconded: Sherry Haas; 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):

Tonya Schantz, Part-time Reading Specialist, effective the close of business October 7, 2025.

Shannon Smith, Vehicle Assistant, effective the close of business September 18, 2025.

Kendyle Mills, Educational Consultant, Contracted Educational Consultant and Contracted Safety Care Trainer, effective the close of business November 21, 2025.

Rhiannon Thomas, Part-time Instructional Assistant, effective the close of business October 5, 2025.

Janet Green, Vehicle Assistant and Substitute Utility Staff, effective the close of business October 12, 2025.

Michael Brennan, Special Education Facilitator, effective the close of business October 10, 2025.

Denise Belnoski, Administrative Assistant and Contracted CPI Instructor, effective the close of business October 17, 2025.

Leanne DeVito, Substitute Vehicle Assistant, effective the close of business September 29, 2025.

Nemesis Velez, Part-time Instructional Assistant, effective the close of business October 20, 2025.

Catherine Nelson, Assistant Director of Special Programs and Services, effective the close of business January 6, 2026.

Michelle Rehrig, Vehicle Driver/Vehicle Assistant, Substitute Utility Staff and Transportation Summer Employment, effective the close of business November 2, 2025.

Retirement

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

Sean LeDonne, Assistant Director of Special Programs and Services, effective the close of business February 2, 2026 (8 Years of Service).

Renee Schoch, Instructional Assistant and Summer Employment Pool Support Staff, effective the close of business January 9, 2026 (9 Years of Service).

Molly Flood, Special Education Supervisor and Homebound Instruction in the Home Pool Professional, effective the close of business January 5, 2026 (23 Years of Service).

PERSONNEL MATTERS (continued)

Full-Time Employment

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

Jennifer Riley, Certified Occupational Therapy Assistant, Itinerant, at an annual salary of \$49,700, prorated for the 191-day work year, effective October 6, 2025 (Replacement for Karle Schwartz, Resigned; Special Programs and Services Budget).

Vanessa Norrell, Teacher, Special Education, Itinerant, at an annual salary of \$77,392, Step 14, Column M, prorated for the 194-day work year, effective September 29, 2025 (Replacement for Amber Feist, Transferred; Early Intervention Budget; Non-Tenured).

Margaret Woodring, Teacher, Special Education, Carbon Learning Achievement School, at an annual salary of \$76,299, Step 13, Column M12, prorated for the 194-day work year, effective October 6, 2025 (Replacement for Jericho Burger, Resigned; Special Programs and Services Budget; Tenured).

Rhiannon Thomas, Instructional Assistant, Lehighon Head Start, at an annual salary of \$25,750, prorated for the 191-day work year, effective October 6, 2025 (Instructional Assistant Pool; Early Intervention Budget).

Mariah Mulligan, Instructional Assistant, Veterans Memorial Elementary School, at an annual salary of \$27,500, prorated for the 191-day work year, effective October 21, 2025 (Instructional Assistant Pool; Special Programs and Services Budget).

Janet Green, Instructional Assistant, Peters Elementary School, at an annual salary of \$27,500, prorated for the 191-day work year, effective October 13, 2025 (Instructional Assistant Pool; Special Programs and Services Budget).

Gena DeLong, Teacher, Special Education, Itinerant, at an annual salary of \$58,582, Step 1, Column M, prorated for the 194-day work year, effective October 13, 2025 (Replacement for Karen Wilson-Payne, Resigned; Special Programs and Services Budget; Non-Tenured).

Melissa Myers, Teacher, Special Education, Itinerant, at an annual salary of \$58,582, Step 1, Column M, prorated for the 194-day work year, effective October 21, 2025 or upon receipt of final paperwork, but no later than January 20, 2026 (Replacement for Alyssia Wechsler, Resigned; Special Programs and Services Budget; Non-Tenured).

Michelle Frye, Instructional Assistant, Whitehall Copley Early Learning Center, at an annual salary of \$28,250, prorated for the 191-day work year, effective October 21, 2025 or upon receipt of final paperwork but no later than January 20, 2026 (Instructional Assistant Pool; Early Intervention Budget).

Julia Mininger, Instructional Assistant, Carbon County Early Childhood Center, at an annual salary of \$26,000, prorated for the 191-day work year, effective October 21, 2025 or upon receipt of final paperwork but no later than January 20, 2026 (Instructional Assistant Pool; Early Intervention Budget).

Katelyn Rende, Social Worker, Itinerant, at an annual salary of \$59,578, Step 2, Column M, prorated for the 194-day work year, effective October 21, 2025 (New Position; Special Programs and Services Budget; Non-Tenured).

PERSONNEL MATTERS (continued)

Full-Time Employment (continued)

Emily Brackman, Administrative Assistant, CLIU Central Office, at an annual salary of \$32,000, prorated for the 242-day work year, effective October 20, 2025 (Replacement for Sandra Taschler, Resigned; Human Resources Budget).

Brook Allen, Instructional Assistant, Lehighon Head Start, at an annual salary of \$25,000, prorated for the 191-day work year, effective October 21, 2025 or upon receipt of final paperwork, but no later than January 20, 2026 (Instructional Assistant Pool; Early Intervention Budget).

Colleen Hoffman, Teacher, Special Education, Panther Valley Intermediate School, at an annual salary of \$76,384, Step 14, Column B12, prorated for the 194-day work year, effective November 10, 2025 (Replacement for Russell Watkins, Resigned; Special Programs and Services Budget; Non-Tenured).

Tonia Smale, Instructional Assistant, Peters Elementary School, at an annual salary of \$28,000, prorated for the 191-day work year, effective October 21, 2025 or upon receipt of final paperwork, but no later than January 20, 2026 (Instructional Assistant Pool; Special Programs and Services Budget).

Felix Quach, Computer Technician, CLIU Central Office, at an annual salary of \$55,000, prorated for the 242-day work year, effective October 21, 2025 (Replacement for Cole Young, Resigned; Management Information Systems Budget).

Steffanie Breininger, Social Worker, Itinerant, at an annual salary of \$67,825, Step 8, Column M, prorated for the 194-day work year, effective October 21, 2025 (Replacement for Angelique Baran, Resigned; Special Programs and Services Budget; Non-Tenured).

Warren Harmon, Senior Developer, CLIU Central Office, at an annual salary of \$90,000, prorated for the 242-day work year, effective October 21, 2025 or upon receipt of final paperwork, but no later than January 20, 2026 (Replacement for Mark Crenshaw, Resigned; Management Information Systems Budget).

Nemesis Velez, Instructional Assistant, Whitehall Coplay Early Learning Center, at an annual salary of \$26,500, prorated for the 191-day work year, effective October 21, 2025 (Instructional Assistant Pool; Early Intervention Budget).

Catherine Nelson, Director of Special Programs and Services, CLIU Central Office, at an annual salary of \$132,000, prorated for the 242-day work year, effective January 7, 2026 (Replacement for Mark Scott, Retired; Special Programs and Services Budget).

Michelle Rehrig, Instructional Assistant Whitehall Coplay Early Learning Center, at an annual salary of \$29,000, prorated for the 191-day work year, effective November 3, 2025 (Instructional Assistant Pool; Early Intervention Budget).

Unpaid Leave

Grant an Unpaid Leave to the following person:

#3902, Teacher, Special Education, Medical Leave, without precedent, not provided for under the federal Family Medical Leave Act, beginning September 30, 2025 PM and ending on October 10, 2025 with a return to work date of October 13, 2025.

Change of Date—Unpaid Leave

Change of Date for an Unpaid Leave for the following person(s):

PERSONNEL MATTERS (continued)

Change of Date—Unpaid Leave

#3390, Vehicle Assistant, 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 September 16, 2025 to December 23, 2025 with a return to work date of January 5, 2026.

#4346, Vehicle Assistant, Medical Leave, without precedent, not provided for under the federal Family Medical Leave Act, beginning August 11, 2025 with a change of end date from October 8, 2025 to October 21, 2025 with a return to work date of October 22, 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 2 of the CLIU Induction program:

Mentor

Kelly Howatt

Inductee

Alexa Roberts

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:

Resource Mentor

Lerin Hagenbuch

PDE Certified Staff Member

Deborah DeGiovine

Contracted Services

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

Katharyn Bannar, Contracted Speech Therapist, at the appropriate hourly rate, effective October 21, 2025.

Kellie Greenawalt, Contracted Early Intervention Coordinator, at the appropriate hourly rate, effective September 26, 2025.

Kimberly Walck, Contracted Federal Program Services Consultant, at the hourly rate of \$90.00, effective October 21, 2025 or upon receipt of final paperwork and completion of onboarding requirements, but no later than January 20, 2026.

Alura Hill, Contracted Occupational Therapist, at the hourly rate of \$70.00, effective October 21, 2025 or upon receipt of final paperwork and completion of onboarding requirements, but no later than January 20, 2026.

Substitutes

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

Substitute Instructional Assistants

Eullanda Hall, effective October 21, 2025 or upon completion of onboarding requirements, but no later than January 20, 2026.

Priscilla Huff, effective October 21, 2025 or upon completion of onboarding requirements, but no later than January 20, 2026.

Substitute Vehicle Assistants

Shawn Borger, effective October 21, 2025 or upon receipt of final paperwork and onboarding requirements, but no later than January 20, 2026.

PERSONNEL MATTERS (continued)

Behavioral Health Services Personnel

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

Jason Winkler, Contracted Outpatient Therapist (Master's), effective October 21, 2025.

President Williams took a moment to recognize the CLIU retirees listed on the agenda, making special note of Whitehall-Coplay's own, Sean LeDonne, and congratulating her on her retirement.

Dr. Koons took a moment to acknowledge Dr. Cathy Nelson being appointed as the new Director of Special Programs and Services. Dr. Nelson has been recognized from her exceptional work as Assistant Director, and she brings a wealth of experience, deep program knowledge, and a strong commitment to the students and families the CLIU serves. Her leadership vision emphasizes equity, collaboration, and continuous improvement, and Dr. Koons said he is confident she will excel in this expanded role as we continue our mission of "Helping Children Learn."

There was then detailed discussion regarding the request for three new full-time occupational therapist positions. Board members sought clarification on the need, budget impact, and rationale for the request. Administration explained that these positions are necessary to meet growing student service needs, replace temporary agency staff, and maintain quality and consistency, while staying within existing budget parameters. Due to the discussion, it was agreed that the motion for these positions would be pulled for a separate roll call vote.

Roll Call Vote

- MOTION: The Carbon Lehigh Intermediate Unit Board of Directors approves the following personnel matters Item 11, Letter C, Number 1:

New Position(s)

Approve the following new position(s):

Three (3) Full-Time Occupational Therapists

Moved: Jennifer Senavaitis; Seconded: Jeremy Glaush; Roll Call Vote: Yes – Andrene Brown-Nowell, Jason Bashaw, Dr. William Whitney, Jeremy Glaush, Sherry Haas, Annette Wilcox, Barbara Sipler, and George Williams; No – Gale Husack, Jennifer Senavaitis, and Laura McKelvey; Abstentions – 0; Absent – 3.

The motion was approved with eight votes in favor and three opposed.

Vote for all remaining Personnel Items on the agenda:

- MOTION: The Carbon Lehigh Intermediate Unit Board of Directors approves the following personnel matters, removing Letter C, Number 1:

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

Dr. Nelson took a moment to address the Board as the newly appointed Director of Special Programs and Services saying she is deeply grateful for the Board's trust and support, and she looks forward to continuing the CLIU's important work together to serve students, families, districts, and staff.

UNFINISHED BUSINESS

There was no Unfinished Business to discuss at the meeting.

NEW BUSINESS

Carbon Lehigh Special Needs Children's Foundation Annual Fiscal Report

Per the by-laws of the Carbon Lehigh Special Needs Children's Foundation, the Board is to receive an annual Fiscal Report which has been provided by Jeanne Coy, Director of Business Services.

The Board accomplished the first reading of Policy 212: Bullying. The policy 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

President Williams wished good luck to his fellow Board members on the upcoming election.

Laura McKelvey took a moment to update the Board on a few items. She noted that the Miracle League Trick or Treat will be Wednesday. Ms. McKelvey also noted that she has now accepted a position within the Allentown School District as a Science teacher. And finally, Mrs. McKelvey requested that the Board secretary send a Board contact list to all Board members.

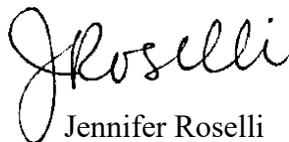
Barbara Sipler relayed to the Board that the Weatherly Area School District has hired a new Superintendent, Mr. Robert Croop, who will begin in December.

Sherry Haas clarified that the CLSNCF baskets will be on display on November 1st and that she will send an email to the Board for their basket contributions.

ADJOURNMENT

- MOTION: The Carbon Lehigh Intermediate Unit Board of Directors meeting adjourned at 7:36 p.m. Moved: Jennifer Senavaitis; Seconded: Gale Husack. President Williams declared the meeting adjourned.

Respectfully submitted,



Jennifer Roselli
Board Secretary

NEXT BOARD MEETING
Monday, November 17, 2025
6:30 P.M.
Carbon Lehigh Intermediate Unit
4210 Independence Drive
Schnecksville, PA 18078