

MINUTES
CARBON LEHIGH INTERMEDIATE UNIT
BOARD OF DIRECTORS

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

MONDAY, DECEMBER 15, 2025

6:30 P.M.— REGULAR BOARD MEETING

Meeting No. 660

CALL TO ORDER

President George Williams called the six hundredth and sixtieth 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, Gale Husack, Jennifer Senavaitis, Sherry Haas, Anthony DeMarco, Laura McKelvey, Emily Gehman, Barbara Sipler, and George Williams. Board Members Absent: Andrene Brown-Nowell, Richard Flacco, Jeremy Glaush. Staff: Dr. Gregory Koons, Gretchen Boyer, Jeanne Coy, George Husack, Eric Lech, Lucia Miletto-O'Brien, Dr. Cathy Nelson, Jennifer Roselli, David Russell, Dr. Lisa Schumacher, Dr. Mark Scott, Kim Talipan, Jonathan Walter, candidate for Specials Programs and Services Assistant Director; Dr. Michael Heater, STEM author; and Tony Mirabito, STEM author. Also in attendance: Chris Pirrotta, CLIU Board Director candidate representing the Parkland School District; and Ellis Katz, Esq., Solicitor.

AUDIENCE INPUT ON AGENDA

There was no Audience Input on the Agenda.

APPOINTMENT OF CLIU BOARD MEMBER

-MOTION: The Carbon Lehigh Intermediate Unit Board of Directors hereby appoints Chris Pirrotta, Parkland School District, to serve on the Carbon Lehigh Intermediate Unit Board of Directors, effective December 15, 2025, until the CLIU Board Annual Election in the spring of 2026.

Moved: Gale Husack; Seconded: Dr. William Whitney; Vote: Yes – 10; No – 0; Abstentions – 0; Absent – 3.

All votes moving forward will include those cast by Mr. Pirrotta.

President Williams acknowledged that Board member Jason Bashaw was re-elected to another term in his home district, the Catasauqua Area School District.

APPROVAL OF THE NOVEMBER 17, 2025 CLIU BOARD OF DIRECTORS MEETING MINUTES

- MOTION: The Carbon Lehigh Intermediate Unit Board of Directors approves the minutes of the November 17, 2025 meeting as presented.

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

BOARD PRESIDENT'S REPORT

Board President Williams shared several brief updates during his report. He noted that this year's basket raffle raised \$4,240, surpassing last year's total of \$3,545, and thanked the team for their strong efforts. While requests totaled approximately \$5,800 from 23 families, he expressed appreciation for the continued support and emphasized the importance of helping meet the growing needs within the community, particularly during this time of year. He also shared that a warming shelter was hosted at Whitehall High School over the weekend, providing accommodations for approximately 40 individuals, with support from the Red Cross.

President Williams congratulated the basket raffle winners and then shared somber news that former Board President Mr. Bob Bold is currently in hospice care, asking that the Board keep him and his family in their thoughts and prayers. He concluded by reflecting on his participation in the CLIU Christmas festivities, noting that it was a meaningful and enjoyable opportunity to spend time with students and staff and take part in the celebration.

CORRESPONDENCE TO THE BOARD/CLIU UPDATE

Dr. Gregory Koons shared that he had the privilege of attending Thanksgiving dinners at two of the CLIU's special education programs located at Jim Thorpe and Schoolhouse Lane. During each visit, he had the opportunity to spend time with both staff and students and was impressed by the strong sense of collaboration and the positive morale evident throughout the programs.

In recognition of the 50th Anniversary of IDEA legislation on November 29, the CLIU team volunteered its time to provide media coverage for the Pennsylvania Department of Education. On December 4, Dr. Koons, along with Dr. Nelson and Dominic Barone, traveled to PDE to interview Dr. Carrie Rowe, Acting Secretary of Education, and Dr. Carole Clancy, Director of the Bureau of Special Education. Dr. Koons publicly commended Dominic Barone for his leadership in coordinating and delivering the media support, noting that PDE staff shared the project likely would not have come to fruition without the CLIU's efforts. PDE is hopeful the footage will be used to produce a video to be shared at the February PDE Conference, including a segment highlighting the IDEA Anniversary celebration.

Dr. Koons also highlighted a recent leadership achievement within the Curriculum and Instruction Department. At the November meeting, he recognized Dr. Michael Heater and Tony Mirabito for publishing a chapter titled "*Beyond the Game: Esports as a Catalyst for Student Engagement and Student Development*" in the book *STEM CENTURY: It Takes a Village to Raise a 21st-Century Graduate*. He shared the completed book with the Board so members could view the finished publication.

At this time Dr. Heater and Mr. Mirabito said a few words regarding their publication surrounding eSports, expressing their appreciation to Dr. Koons and Director Eric Lech for the opportunity to be part of the project, noting that the work grew from a post-pandemic idea focused on student engagement into a full-fledged esports league that has helped students feel more connected to school and discover postsecondary opportunities. They also highlighted the success and growth of the league, including statewide participation, scholarships, and the upcoming state finals, calling the experience both gratifying and collaborative.

Finally, Dr. Koons took the opportunity to extend congratulations to Dr. Mark Scott on his happy and well-deserved retirement. This meeting marked Dr. Scott's final Board meeting in his role as Director of SPS, and Dr. Koons expressed sincere appreciation for Dr. Scott's service and contributions, offering best wishes as he begins this next chapter.

CORRESPONDENCE TO THE BOARD/CLIU UPDATE (continued)

Dr. Mark Scott shared that it has been a true honor to serve in an organization defined by a strong sense of community and family, expressing gratitude for the colleagues and Board who supported him throughout his career. He noted that while his transition brings mixed emotions, he is confident and comforted knowing the organization will continue to thrive under the leadership and vision of the dedicated team moving forward.

HOLIDAY PERFORMANCE VIDEO

Dr. Mark Scott, Director of Special Programs and Services, presented a video featuring students from various IU programs performing *Santa Clause Is Coming to Town*. The students delivered an outstanding performance in the thoughtfully produced video, which brought joy and festive spirit to the Board.

FISCAL MATTERS

- MOTION: The Carbon Lehigh Intermediate Unit Board of Directors approves the following fiscal matters as presented:

Final 2026-2027 General Operating Budget

The Carbon Lehigh Intermediate Unit Board of Directors adopts the final CLIU General Operating Budget for the fiscal year 2026-2027 as presented, and requests the budget be distributed to the fourteen school districts of the Carbon Lehigh Intermediate Unit for approval.

Treasurer's Report

Treasurer's Report for the month ended November 30, 2025 as presented.

Bills to be Ratified—November 10, 2025 through December 7, 2025

Ratification of bills paid from November 10, 2025 through December 7, 2025 in the amount of \$3,351,395.20.

Bills to be Approved

Payment of bills for December 15, 2025 as listed: Bills for Approval – 12/5/2025 - \$2,626,804.54.

Approval of Committed Fund Balance Amounts

Approve the commitment of General Fund Balance as of June 30, 2025, as follows –

Capital Projects	\$1,076,000
Other Post-Employment Benefits (OPEB)	\$2,300,000
PSERS Increases	\$ 370,000

Moved: Sherry Haas; Seconded: Jennifer Senavaitis; 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):

Lori Bizousky, Vehicle Driver/Vehicle Assistant, Substitute Utility Staff and Transportation Summer Employment, effective the close of business December 5, 2025.

Crystal Hausman, Vehicle Assistant, Substitute Utility Staff and Transportation Summer Employment, effective the close of business December 8, 2025.

April Walker, Contracted Occupational Therapist, effective the close of business November 21, 2025.

PERSONNEL MATTERS (continued)

Resignations (continued)

Steven Black, Vehicle Driver/Vehicle Assistant, effective the close of business November 18, 2025.

Terry Smith, Substitute Vehicle Driver/Vehicle Assistant, effective the close of business December 1, 2025.

Edwin Rodriguez, Substitute Instructional Assistant, effective the close of business December 3, 2025.

Maryann Tobin, Substitute Vehicle Assistant, effective the close of business December 11, 2025.

Athen Orlang, Instructional Assistant, effective the close of business December 19, 2025.

William Barrell, Computer Technician, effective the close of business December 19, 2025.

Katie Herczeg, Teacher, Special Education, effective the close of business January 5, 2026.

Krista Slane, Occupational Therapist, Contracted Occupational Therapist and Summer Employment Pool Professional, effective the close of business January 9, 2026.

Donna Luckenbill, Instructional Assistant, effective the close of business November 3, 2025.

Full-Time Employment

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

Crystal Hausman, Instructional Assistant, Whitehall Copley Early Learning Center, at an annual salary of \$32,000, prorated for the 191-day work year, effective December 9, 2025 (Instructional Assistant Pool; Early Intervention Budget).

Jessica Verhauz, Emotional Support Interventionist, Carbon Learning Achievement School, at an annual salary of \$47,000, prorated for the 194-day work year, effective November 19, 2025 (Replacement for Jason Gray, Transferred; Special Programs and Services Budget).

Terry Smith, Vehicle Assistant, at an hourly rate of \$15.00, effective December 2, 2025 (Transportation Pool; Transportation Budget).

Rachel Klosterman, Instructional Assistant, Allentown Learning Achievement School, at an annual salary of \$26,500, prorated for the 191-day work year, effective December 3, 2025 (Instructional Assistant Pool; Special Programs and Services Budget).

Andrea Szilvasi, Instructional Assistant, Whitehall Copley Early Learning Center, at an annual salary of \$25,500, prorated for the 191-day work year, effective December 9, 2025 (Instructional Assistant Pool; Early Intervention Budget).

Elizabeth Garcia Guevara, Instructional Assistant, Weisenberg Elementary School, at an annual salary of \$26,000, prorated for the 191-day work year, effective December 16, 2025 (Instructional Assistant Pool; Special Programs and Services Budget).

Taylor Casey, Instructional Assistant, Francis H. Sheckler Elementary School, at an annual salary of \$26,000, prorated for the 191-day work year, effective December 16, 2025 (Instructional Assistant Pool; Special Programs and Services Budget).

PERSONNEL MATTERS (continued)

Full-Time Employment (continued)

Katie Herczeg, Educational Consultant, CLIU Central Office, at an annual salary of \$94,422, prorated for the 191-day work year, Step 19, Column M24, plus 14 days per diem, not to exceed a 205-day work year, effective January 6, 2026 (Replacement for Kendyle Mills, Resigned; Special Programs and Services Budget; Tenured).

Duane Beers, Vehicle Driver/Vehicle Assistant, at an hourly rate of \$17.82/Vehicle Driver and \$15.00/Vehicle Assistant, effective December 16, 2025 (Transportation Pool; Transportation Budget).

Change of Date—Unpaid Leave

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

#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 November 24, 2025 to January 23, 2026 with a return to work date of January 26, 2026.

Mentor(s)

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

<u>Mentor(s)</u>	<u>Inductee(s)</u>
Donna Getz	Jillian Scheel
Patricia Hugo	Steffanie Breininger
Patricia Hugo	Katelyn Rende
LeDonne Wanamaker	Lindsey Keiser

Payment per the CLEA contract, to the following Mentor(s) after the end of the mentoring period, for serving in the Mentor role for Year 2 of the CLIU Induction Program:

<u>Mentor(s)</u>	<u>Inductee(s)</u>
Amy Haas	Anna Himes
Carley Nicholas	Rebecca Lozowsky

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 Program:

<u>Resource Mentor</u>	<u>PDE Certified Staff Member</u>
Adriane Strohl	Margaret Woodring

Contracted

Contract with the following person for the 2025-2026 and 2026-2027 fiscal years, up to 29 hours per week:

Michael Heater, Professional Learning Community (PLC) Coach for the CLIU #21 Leadership Program for Principal Certification for Cohort 14 scheduled from January 2026 through June 2027, at a stipend of \$300/participant to be paid in June 2026 and an additional \$600/participant upon successful completion of the coaching responsibilities in June 2027.

Substitutes

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

PERSONNEL MATTERS (continued)

Substitutes (continued)

Substitute Teacher and Substitute Instructional Assistant

Paman Dhanjal, effective December 16, 2025 or upon receipt of final paperwork and onboarding requirements, but no later than March 15, 2026.

Substitute Vehicle Drivers and Vehicle Assistant

Steven Black, effective November 19, 2025.

Substitute Utility Staff

Patricia Lancsak, effective December 16, 2025.

Moved: Gale Husack Seconded: Dr. William Whitney; Vote: Yes – 11; No – 0; Abstentions – 0; Absent – 3.

RESOLUTION AUTHORIZING EXECUTIVE DIRECTOR TO EXECUTE PENNDOT THIRD-PARTY CDL SKILLS TESTING CONTRACT #7361264

Whereas, the Pennsylvania Department of Transportation (“PennDOT”) requires a formal Board authorization to execute the PennDOT Third-Party CDL Skills Testing Contract #7361264 by an Executive Director on behalf of a provider (CLIU); the Board hereby authorizes and directs the Executive Director of Carbon Lehigh Intermediate Unit to review, approve, and execute, on behalf of CLIU, the PennDOT Third-Party CDL Skills Testing Contract #7361264, together with all associated documents, amendments, certifications, and obligations reasonably necessary to fulfill its requirements. The Board affirms that the Executive Director’s signature pursuant to this authorization shall constitute the official and binding act of the organization for all purposes of the agreement.

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

CARBON LEHIGH INTERMEDIATE UNIT BOARD OF DIRECTORS

- MOTION: The Carbon Lehigh Intermediate Unit Board of Directors approves that the Board members of CLIU #21 be maintained at fourteen (14) members; one for each district.

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

CARBON LEHIGH INTERMEDIATE UNIT CONVENTION

- MOTION: The Carbon Lehigh Intermediate Unit Board of Directors approves that the Carbon Lehigh Intermediate Unit will not hold a convention and Board Members are to be elected by mail ballot. If the Board approves this action, the fourteen districts are to be notified.

Moved: Anthony DeMarco; Seconded: Emily Gehman; Vote: Yes – 11; No – 0; Abstentions – 0; Absent – 3.

UNFINISHED BUSINESS

There was no Unfinished Business to discuss at the meeting.

NEW BUSINESS

There was no New Business to discuss at the meeting.

PUBLIC COMMENT

There was no public comment at the meeting.

BOARD SHARING

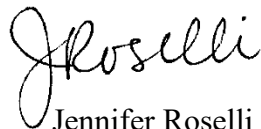
Mr. Pirrotta thanked the Board for the warm welcome and shared his appreciation for the opportunity to serve, noting his personal connection to the CLIU through a family member who benefited from its services. He expressed his enthusiasm for learning more about the organization and his commitment to contributing in support of students.

President Williams extended holiday wishes to the Board, encouraging members to enjoy time with their families and focus on what truly matters during the season. He concluded by noting that the next Board meeting is scheduled for January 28, 2026, and highlighted the significance of that date.

ADJOURNMENT

- MOTION: The Carbon Lehigh Intermediate Unit Board of Directors meeting adjourned at 7:00 p.m. Moved: Jennifer Senavaitis; Seconded: Gale Husack. President Williams declared the meeting closed.

Respectfully submitted,



Jennifer Roselli
Board Secretary

NEXT BOARD MEETING
WEDNESDAY, JANUARY 28, 2026
6:30 P.M.
Carbon Lehigh Intermediate Unit
4210 Independence Drive
Schnecksville, PA 18078