

MINUTES
CARBON LEHIGH INTERMEDIATE UNIT
BOARD OF DIRECTORS

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

MONDAY, JUNE 15, 2026

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

Meeting No. 665

CALL TO ORDER

President George Williams called the six hundredth and sixty-fifth meeting of the Carbon Lehigh Intermediate Unit Board of Directors to order at 6:31 p.m.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance followed the Call to Order.

ATTENDANCE

Board Members in Attendance: Jason Bashaw, Dr. William Whitney, Mary Figura, Gale Husack, Sherry Haas, Anthony DeMarco, Chris Pirrotta, Emily Gehman, and George Williams. Board Members Absent: Andrene Brown-Nowell, Jeremy Glaush, Jennifer Senavaitis, Laura McKelvey, and Barbara Sipler. Staff: Dr. Gregory Koons, Ronda Andrulevich, Gretchen Boyer, Erica Cappellini, Jeanne Coy, George Husack, Eric Lech, Lucia Miletto-O’Brien, Dr. Cathy Nelson, David Russell, Dr. Lisa Schumacher, Amber Snyder, Kim Talipan and Jonathan Walter. Also in attendance: Ellis Katz, Esq., Solicitor.

AUDIENCE INPUT ON AGENDA

There was no Audience Input on the Agenda.

APPROVAL OF THE MAY 18, 2026 CLIU BOARD OF DIRECTORS MEETING MINUTES

- MOTION: The Carbon Lehigh Intermediate Unit Board of Directors approves the minutes of the May 18, 2026 meeting as presented. Moved: Gale Husack; Seconded: Emily Gehman; Vote: Yes – 9; No – 0; Abstentions – 0; Absent – 5.

EXECUTIVE SESSION

An Executive Session was called for by President Williams at 6:35 p.m. for the presentation of the Safety and Security Annual Report.

The CLIU Board meeting was reconvened at 7:00 p.m.

BOARD PRESIDENT’S REPORT

President Williams reported on the upcoming 33rd Annual Carbon Lehigh Special Needs Children’s Foundation Golf Tournament scheduled for Tuesday, June 16, 2026. Special thanks go out to the committee of George Husack, Jeanne Coy, Dan Fisher, Kim Talipan, Antonio Mirabito, Michael Heater, and Stephanie Freeh.

CORRESPONDENCE TO THE BOARD/CLIU UPDATE

Dr. Koons shared the following CLIU Update with the Board:

- AI Art Show Winners—The AI Art Show expanded this year from PreK-12+. Packets with award winning pictures were shared with the Board members and are filed with Board Related Materials.

CORRESPONDENCE TO THE BOARD/CLIU UPDATE (continued)

- 2026-2027 CLIU Budget Book—Budget books were distributed to each Board member as filed with Board Related Materials.
- Special Events—In collaboration with Transportation, our Special Programs and Services staff attended events such as Special Olympics, the Carbon County Fishing Derby, and community-based instruction.
- Deaf & Hard of Hearing (DHH) Programs Field Day—Dr. Koons and Dr. Cathy Nelson, Director, Special Programs and Services, attended a special DHH Field Day on May 26th at Schnecksville Elementary. A great time was had by all as they celebrated with their students with lawn activities, pizza, and cake.
- Mobile FAB LAB—CLIU’s LLAS and CLAS programs worked in collaboration with the Bucks County Intermediate Unit to bring a mobile FAB LAB (fabrication laboratory) to students. A FAB LAB is a small-scale workshop equipped with tools and digital fabrication equipment. The concept allows individuals to design, prototype, and manufacture “almost anything” that is typically restricted to mass production.
- Special Education Supervisor Practicum Project—CLIU staff member, Erica Cappellini, attended the meeting as part of her supervisor practicum project. Dr. Koons recently met with Erica to discuss the project, wishing her great success with her coursework.
- Board Agenda Software—The Superintendents survey results noted that many districts have chosen either the Keystone Agenda (PSBA) or the BoardDoc solution at the basic rate. Currently, CLIU has decided to take a step back on the purchase of board agenda software, re-evaluating the need at a later time.
- Graduation Ceremonies—Highlighted were the incredible graduation ceremonies which included CLIU early intervention programs, school age center-based programs, and Project SEARCH Programs.

GRADUATION CELEBRATIONS

Dr. Cathy Nelson reported that this Spring, CLIU proudly celebrated the achievements of our students across many programs. These ceremonies celebrated each student’s growth, perseverance, and accomplishments, not only the students, but their support systems as well. Across our three (3) Early Intervention Centers, Pre-K graduates celebrated that milestone with their transition to kindergarten. Both family and staff celebrated the strong partnerships that support the students, preparing them for lifelong success. These ceremonies are a reminder to us that even though success may look different for every student, those students deserve to be celebrated. Our students merit that same ceremony and pomp and circumstance as their general education peers. We were honored to have celebrated those with the students. A video presentation shared with the Board provided a small snapshot of each of the graduation ceremonies.

REPORT OF ELECTION RESULTS OF CLIU BOARD MEMBERS

- MOTION: The Carbon Lehigh Intermediate Unit Board of Directors accepts the following report results of the election of Board members to the Carbon Lehigh Intermediate Unit Board of Directors, effective July 1, 2026:

Board Member/District	# of Weighted Votes
Mary Figura/Jim Thorpe Area	523
Jeremy Glaush/Lehighton Area	481
Anthony DeMarco/Panther Valley	481
Chris Pirrotta/Parkland	516
Laura McKelvey/Salisbury Township	531
George Williams/Whitehall-Coplay	512

Moved: Sherry Haas; Seconded: Chris Pirrotta; Vote: Yes - 9; No – 0; Abstentions – 0; Absent – 5.

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 May 31, 2026 as presented.

Bills to be Ratified—May 11, 2026 through June 7, 2026

Ratification of bills paid from May 11, 2026 through June 7, 2026 in the amount of \$1,555,498.62.

Bills to be Approved

Payment of bills for June 15, 2026 as listed: Bills for Approval – 06/15/2026: \$3,130,079.70.

Bank Depositories

Approve the following financial institutions, or their successors and/or assigns, as depositories of funds for the 2026-2027 fiscal year:

Pennsylvania School District Liquid Asset Fund (PSDLAF)
and its custodian bank, PNC Bank, N.A.
Univest Bank and Trust Co.
U.S. Bank, N.A.
Wells Fargo Bank, N.A.
New Tripoli Bank

Auditing Services

Approval of the engagement letter between the Carbon Lehigh Intermediate Unit #21 and Campbell, Rappold, and Yurasits, Certified Public Accountants, 1033 S. Cedar Crest Boulevard, Allentown, to audit the Intermediate Unit financial statements for the fiscal year ending June 30, 2026 at an estimated cost of \$84,000 as filed with Related Materials.

Authorization to Pay 2025-2026 Bills and Encumber Funds

Authorize the Executive Director to pay all the 2025-2026 fiscal year bills and make necessary encumbrances as they come due. All such bills shall be provided for ratification at the next regular meeting of the Board.

Approval to Commit Fund Balance

Approve the commitment of fund balance for the following purposes per GASB 54 guidelines for the fiscal year ending June 30, 2026 in amounts to be determined:

Capital Projects
PSERS Increases
Other Post-Employment Benefits (OPEB)

Permission to Use Electronic Signatures

Approve to continue the use of the electronic signatures of the 2025-2026 CLIU Board Officers until updated electronic signatures for the 2026-2027 CLIU Board Officers are received (if applicable).

Moved: Dr. William Whitney; Seconded: Anthony DeMarco; Vote: Yes – 9; No – 0; Abstentions – 0; Absent – 5.

PERSONNEL MATTERS

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

PERSONNEL MATTERS (continued)Resignations

Resignation of the following person(s):

Jessica McMillin, Instructional Assistant and Summer Employment Pool Support Staff, effective the close of business May 29, 2026.

Bradley Petrohoy, Senior Accounting Specialist, effective the close of business May 19, 2026.

Montanna Costenbader, Instructional Assistant, effective the close of business May 22, 2026.

Dameon Boring, Substitute Vehicle Driver/Vehicle Assistant and Substitute Utility Staff, effective the close of business May 28, 2026.

Kelsey McLoughlin, Computer Technician, effective the close of business June 30, 2026.

Bechara Semaan, Vehicle Driver/Vehicle Assistant and Substitute Utility Staff, effective the close of business June 2, 2026.

Valerie Seidenberger, Speech Therapist, effective the close of business August 7, 2026.

Jennifer Diaz, Emotional Support Interventionist, effective the close of business August 9, 2026.

Joan Bovard, Administrative Assistant, effective the close of business June 14, 2026.

Selene Polaha, Teacher, Special Education, effective the close of business August 7, 2026.

Full-Time Employment

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

Amanda Wapner, Instructional Assistant, Kernsville Elementary School, at an annual salary of \$28,000, prorated for the 191-day work year, effective May 29, 2026 (Instructional Assistant Pool; Special Programs and Services Budget).

Ashley McDonough, Instructional Assistant, Carbon County Enhanced Autism, at an annual salary of \$23,500, prorated for the 191-day work year, effective June 1, 2026 (Instructional Assistant Pool; Special Programs and Services Budget).

Devin Ahearn, Teacher, Special Education, Whitehall Coplay Early Learning Center, at an annual salary of \$77,627, Step 12, Column M12, prorated for the 194-day work year, effective July 6, 2026 or upon receipt of final paperwork, but no later than September 15, 2026 (Replacement for Philip Haines, Retired; Early Intervention Budget; Non-Tenured).

Kathleen Michaud, Social Worker, Itinerant, at an annual salary of \$60,782, Step 1, Column M, prorated for the 194-day work year, effective August 10, 2026 or upon receipt of final paperwork, but no later than September 15, 2026 (Replacement for Tessa Palmer, Resigned; Special Programs and Services Budget; Non-Tenured).

Jamie Bittner, Instructional Assistant, Whitehall Coplay Early Learning Center, at an annual salary of \$28,000, prorated for the 191-day work year, effective July 6, 2026 (Instructional Assistant Pool; Early Intervention Budget).

Jennifer Diaz, Social Worker, Itinerant, at an annual salary of \$60,782, Step 1, Column M, prorated for the 194-day work year, effective August 10, 2026 or upon receipt of final paperwork and proper certification, but no later than September 15, 2026 (Replacement for Steven Hawkes, Resigned; Special Programs and Services Budget; Non-Tenured).

PERSONNEL MATTERS (continued)Full-Time Employment (continued)

Joan Bovard, Accounting Associate, CLIU Central Office, at an annual salary of \$51,000, prorated for the 242-day work year, effective June 15, 2026 (Replacement for Bradley Petrohoy, Resigned; Business Office Budget).

Xander Schlager, Vehicle Assistant, at an hourly rate of \$15.00, effective August 10, 2026 or upon receipt of final paperwork, but no later than September 15, 2026 (Transportation Pool; Transportation Budget).

John Kuronya, Technology Specialist, CLIU Central Office, at an annual salary of \$56,000, prorated for the 242-day work year, effective June 16, 2026 or upon receipt of final paperwork, but no later than September 15, 2026 (Replacement for Kevin Heckman, Resigned; Special Programs and Services Budget).

Michelle Power, CDL Driver, at an hourly rate of \$20.25 effective June 2, 2026 (Transportation Pool; Transportation Budget).

Gilian Peralta, CDL Driver, at an hourly rate of \$20.25 effective May 16, 2026 (Transportation Pool; Transportation Budget).

Terry Stein, CDL Driver, at an hourly rate of \$20.25 effective May 8, 2026 (Transportation Pool; Transportation Budget).

Ashley Kuhn, Speech Therapist, Itinerant, at an annual salary of \$60,782, Step 1, Column M, prorated for the 194-day work year, effective August 10, 2026 or upon receipt of final paperwork and proper certification, but no later than September 15, 2026 (Replacement for Laurie Wilson, Resigned; Special Programs and Services Budget: Non-Tenured).

Part-Time Employment

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

Amy Gomez, Part-Time Reading Specialist, Itinerant, at the hourly rate of \$59.39, Step 12, Column M, effective August 10, 2026 or upon receipt of final paperwork, but no later than September 15, 2026 (Replacement for Jessie Moser, Retired; Non Public Budget; Tenured).

Unpaid Leave

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

#4640, Vehicle Driver/Vehicle Assistant, Medical Leave, without precedent, not provided for under the federal Family Medical Leave Act, beginning May 5, 2026 PM and ending on June 11, 2026 with a return to work date of August 10, 2026.

#4504, Vehicle Driver/Vehicle Assistant, Medical Leave, without precedent, not provided for under the federal Family Medical Leave Act, beginning May 28, 2026 and ending on June 5, 2026 with a return to work date of June 8, 2026.

#4357, Vehicle Assistant, Medical Leave, without precedent, not provided for under the federal Family Medical Leave Act, beginning May 28, 2026 and ending on June 11, 2026 with a return to work date of August 10, 2026.

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 2025-2026 and 2026-2027 fiscal years, at the appropriate hourly rate, up to 29 hours per week:

Deborah DeGiovine
Suzanne Hammond

PERSONNEL MATTERS (continued)

Contracted Services

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

- Francis Biank, Emotional Support Interventionist, effective June 16, 2026.
- Blake Felker, Teacher, Special Education, effective June 16, 2026.
- Jaime Luquis, Emotional Support Interventionist, effective June 16, 2026.

Contract with the following person(s) for the 2026-2027 fiscal year, up to 29 hours per week:

- Samantha Pifer, Occupational Therapist, at the hourly rate of \$70.
- Anyssa Erie, Speech Therapist, at the hourly rate of \$60.

Contract with the following persons for Post-Baccalaureate PDE Certification Program Instructor, at a stipend of \$200/participant who meets or exceeds 50% course completion, for facilitation of asynchronous online course instruction for named course, for up to 20 participants per course section per 6-8 week term for a maximum of six terms during the 2026–2027 School Year, to be paid upon course completion and submission of final grades.

Instructor	Course Name
Christin Adams	Supporting English Learners in Any Classroom
Dr. Tonya Swavely	Foundations of Teaching & Learning for All Students
Kelli Tremba	Foundations of Teaching & Learning for All Students
Dr. Susan White	Supporting Special Education in Any Classroom

Contract with the following persons for Post-Baccalaureate PDE Certification Program Instructor, at a stipend of \$325/participant who meets or exceeds 50% course completion, for facilitation of hybrid online course instruction for named course, for up to 20 participants per course section per 6-8 week term for a maximum of six terms during the 2026-2027 School Year, to be paid upon course completion and submission of final grades.

Instructor	Course Name
Molly Coleman	Principles of Language Disorders
Susan Gair Luciano	Fluency & Voice Disorders
Susan Gair Luciano	School Methods 2: Assistive Tech & Evaluation
Susan Gair Luciano	School Methods 1: Intro to School Based Programs
Susan Gair Luciano	Neural Bases of Speech & Language
Susan Gair Luciano	Internship in Public Schools
Kelly Howatt	Phonetic & Phonological Disorders

Behavioral Health Services Personnel

Behavioral Health Services Personnel, casual employment, on an as-needed basis, for the 2025-2026 and 2026-2027 fiscal years, at the board approved rates for the position(s) listed, up to 29 hours per week:

- Andrew Reitenauer, Behavioral Consultant (ABA) (LIC), effective June 16, 2026 or upon completion of onboarding requirements, but no later than September 15, 2026.
- Arianna Basile, Outpatient Therapist (Master’s), effective June 16, 2026.

PERSONNEL MATTERS (continued)Summer Employment Pool Professional Personnel

Summer Employment Pool Professional Personnel, on an as-needed basis, September 1, 2025 to August 31, 2026 at the appropriate hourly rate or board approved rate, up to 29 hours per week:

Arianna Basile, effective June 16, 2026.

Natalie Bojko

Jazmin Cruz

Nancy King

Allison Lannen, effective June 16, 2026 or upon completion of final paperwork and onboarding requirements, but no later than September 15, 2026.

Gretchen Titmas

Summer Employment Pool Support Personnel

Summer Employment Pool Support Personnel, on an as-needed basis, September 1, 2025 to August 31, 2026 at the appropriate hourly rate or board approved rate, up to 29 hours per week:

Dawn Bowman

Erin Frack

Matthew Johnson, effective June 16, 2026 or upon completion of final paperwork and onboarding requirements, but no later than September 15, 2026.

Ashley McDonough

Amanda Nothstein, effective June 16, 2026 or upon completion of final paperwork and onboarding requirements, but no later than September 15, 2026.

Denisha Pearson

Natacha Ruiz

Gwendolyn Smull, effective June 16, 2026 or upon completion of final paperwork and onboarding requirements, but no later than September 15, 2026.

Rhiannon Thomas

Transportation Summer Employment

Approve the following person(s) for 2026-2027 Transportation Summer Employment Vehicle Driver/Vehicle Assistant, at the appropriate hourly rate:

Duane Beers

Steven Black

John Campbell

Kermit Geary, Jr.

Michael Lobach

Approve the following person(s) for 2026-2027 Transportation Summer Employment Vehicle Assistant, at the appropriate hourly rate:

William Green

Ryan Leindecker

Mary Louise Mason

Edith Meixsell

Autumn Sittler

Deborah Weierbach

Moved: Chris Pirrotta; Seconded: Sherry Haas; Vote: Yes – 9; No – 0; Abstentions – 0; Absent – 5.

SECOND READING OF BOARD POLICY 826: ARTIFICIAL INTELLIGENCE

- MOTION: The Carbon Lehigh Intermediate Unit Board of Directors accepts and accomplishes the second reading of Policy 826: Artificial Intelligence, as presented, and adopts as policy. Moved: Mary Figura; Seconded: Dr. William Whitney; Vote: Yes – 9; No – 0; Abstentions – 0; Absent – 5.

UNFINISHED BUSINESS

There was no Unfinished Business discussed.

NEW BUSINESS

CLIU BOARD OFFICER NOMINATION REPORT

President Williams presented the Board Nomination Report on behalf of Jennifer Senavaitis, Nomination Committee Chairperson. Nominations were received from May 18 through June 12, 2026, unanimously concluding that the 2025-2026 CLIU Board Officers remain the same for the 2026-2027 fiscal year as follows: President – George Williams; Vice President – Sherry Haas; and Treasurer – Gale Husack. President Williams opened the floor for any additional nominations. Having no other nominations, the following motion was made to close the nominations:

- MOTION: The Carbon Lehigh Intermediate Unit #21 Board of Directors closes the nominations for CLIU Board Officers for the 2026-2027 fiscal year. Moved: Anthony DeMarco; Seconded: Mary Figura; Vote: Yes – 9; No – 0; Abstentions – 0; Absent – 5.

With nominations closed, the following motion was brought to the floor:

- MOTION: The Carbon Lehigh Intermediate Unit Board of Directors approves the re-election of the following to serve as CLIU Board Officers for the 2026-2027 fiscal year:

George Williams – President
Sherry Haas – Vice President
Treasurer – Gale Husack

Moved: Emily Gehman; Seconded: Dr. William Whitney; Vote: Yes – 9; No – 0; Abstentions – 0; Absent – 5.

On behalf of the officers, President Williams thanked the Board for their confidence in their leadership.

PUBLIC COMMENT

The public offered no comments at this meeting.

BOARD SHARING

Chris Pirrotta, CLIU Board Member representing the Parkland School District, reported that he will be unable to attend the next regularly scheduled CLIU Board meeting.

Sherry Haas, CLIU Board Vice President representing the Palmerton Area School District, shared that she was fortunate to attend one of the CLIU graduations noting that she could see the pride in the students’ faces at the ceremony. The experience was phenomenal. Ms. Haas was especially in awe of the students’ artwork showcased. Thank you for the opportunity to share in the students’ happiness and accomplishments!

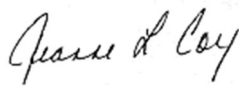
Lastly, Emily Gehman, CLIU Board Member representing the Southern Lehigh School District, thanked Dr. Koons for providing copies of the AI Art Show winners so that she could share this with her Board members. It was suggested that next year’s voting for this event take place online.

ADJOURNMENT

- MOTION: The Carbon Lehigh Intermediate Unit Board of Directors meeting adjourned at 7:29 p.m.

Moved: Chris Pirrotta; Seconded: Gale Husack; President Williams declared the meeting adjourned.

Respectfully submitted,



Jeanne L. Coy
Director of Business Services

NEXT BOARD MEETING
MONDAY, JULY 20, 2026
6:30 P.M.
Via Zoom or at the Carbon Lehigh Intermediate Unit
4210 Independence Drive
Schnecksville, PA 18078