

MINUTES

CARBON LEHIGH INTERMEDIATE UNIT  
BOARD OF DIRECTORS

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

MONDAY, JULY 20, 2026

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

CALL TO ORDER

President George Williams called the July 20, 2026 Carbon Lehigh Intermediate Unit Board of Directors meeting 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, Jeremy Glaush, Gale Husack, Sherry Haas, Anthony DeMarco, Laura McKelvey, Barbara Sipler, and George Williams. Board Members in Attendance Virtually: Mary Figura. Board Members Absent: Andrene Brown-Nowell, Jennifer Senavaitis, Chris Pirrotta, and Emily Gehman. Staff: Dr. Gregory Koons, Gretchen Boyer, Jeanne Coy, Dana Davies, George Husack, Suzanne Kleckner, Dr. Cathy Nelson, David Russell, Dr. Lisa Schumacher, Amber Snyder, Kim Talipan and Dr. Jonathan Walter. Also in Attendance: Gregory Kosciolek and Amie Tracy, Candidates for Supervisor of Special Education, Marci Weaver and Samantha Weaver, Mother/Daughter, G-Club Presentation, Ellis Katz, Esq., Solicitor.

President George Williams reported that an Executive Session was held on Monday, June 15, 2026 following the CLIU Board of Directors meeting to discuss personnel matters.

AUDIENCE INPUT ON AGENDA

There was no Audience Input on the Agenda.

APPROVAL OF THE JUNE 15, 2026 CLIU BOARD OF DIRECTORS MEETING MINUTES

-MOTION: The Carbon Lehigh Intermediate Unit Board of Directors approves the minutes of the June 15, 2026 meeting as presented:

Moved: Sherry Haas; Seconded: Gale Husack; Vote: Yes - 10; No - 0; Abstentions - 0; Absent - 4.

BOARD PRESIDENT'S REPORT

President George Williams reported:

- An Executive Session will be held following the adjournment of this CLIU Board Meeting to discuss personnel matters and the Executive Director evaluation.
- The CLIU Board of Directors received 2025-2026 mileage reimbursement checks, the 2026-2027 organizational goals, opening day in-service cards and demographic forms, which are to be checked for accuracy.
- The state budget was approved on Sunday, July 12, 2026 in the amount of \$50.8 billion. Dr. Koons researched the following allocations in education investments:
  - \$8.32 billion in basic education funding (increase of \$58 million)
  - \$1.582 billion in special education funding (increase of \$55 million)
  - \$494.5 million in early intervention funding (increase of \$41.2 million)
  - \$565 million in adequacy funding for districts
  - \$125 million for school infrastructure
  - \$100 million for mental health and safety
  - \$40 million for student teacher stipends

#### CORRESPONDENCE TO THE BOARD/CLIU UPDATE

Dr. Koons reviewed the proposed CLIU #21 2026-2027 Organizational Goals with the board; highlighting the following:

- CLIU Leadership Meetings for the 2026-2027 school year will focus on *Atomic Habits* by James Clear. In the book, Clear reflects on a baseball injury and connects his recovery experience to the power of small, consistent habits, emphasizing how intentional daily practices can foster personal growth and effective leadership.
- CLIU is planning to hold one joint cabinet meeting with a Carbon County school district and one joint cabinet meeting with a Lehigh County school district during the 2026-2027 school year. These collaborative meetings are intended to strengthen partnerships and identify ways the CLIU leadership team can support district leadership teams in meeting their goals and addressing challenges.
- The Board of Directors provided positive feedback regarding the monthly board summaries. Additionally, the CLIU Event Center is now prominently featured on the CLIU website and will highlight professional development opportunities, including Job Alike meetings led by Dr. Lisa Schumacher for new Special Education Directors.
- Dr. Koons shared that the CLIU will begin incorporating mentorship support for Superintendents by pairing new Superintendents with experienced veteran leaders for guidance, support, and collaborative problem-solving. He also noted that the CLIU continues to refine its billing system while improving transparency and communication with local education agencies (LEAs).

The theme for the 2026-2027 Opening Day Staff Development and In-Service program, to be held on August 10, 2026 is **"Where Service Meets Heart."** This theme reflects the dedication, compassion, and commitment that employees bring to their work in support of the students served by the CLIU.

In addition, the Pennsylvania Principals Association and PA EDGE have asked the Parkland School District to serve as the host site for a countywide administrative retreat on August 3 and 4, 2026. Administrators from Carbon and Lehigh Counties, along with representatives from the CLIU, will collaborate in department-specific sessions. Dr. Koons expressed his appreciation to the Superintendents and Eric Lech, CLIU Director of Curriculum and Instruction, for their input and assistance in planning the retreat.

Finally, Dr. Koons and Kim Talipan recognized the retirement of Jeanne Coy, Director of Business Services, effective August 5, 2026. They acknowledged her outstanding leadership, professionalism, and integrity, noting the significant contributions she has made to the CLIU administrative team throughout her service. Jeanne was thanked for her dedication to the CLIU.

#### G-CLUB PRESENTATION

Amber Snyder, Assistant Director of Special Programs & Services, shared highlights from this summer's G-Club (Girls Club), which is funded by the Carbon Lehigh Special Needs Children Foundation. The program was held June 22 - 25, 2026 at Camp Mosey Wood and provided five students with the opportunity to participate in a variety of activities, such as swimming, archery, zip lining, and hiking.

Ms. Snyder presented a video highlighting the camp experience and introduced Samantha Weaver and her mother, Marcy Weaver. Samantha attended G-Club and shared a few words about her experience. Ms. Weaver thanked the Board and the CLIU for providing this opportunity for our students.

Jennifer Senavaitis, CLIU Board Member representing the Northwestern Lehigh School District, entered the meeting at 6:51 PM.

Votes from this point forward reflect Ms. Senavaitis' attendance.

APPROVAL OF PROPOSED 2026-2027 ORGANIZATIONAL GOALS

-MOTION: The Carbon Lehigh Intermediate Unit Board of Directors approves the CLIU #21 Organizational Goals for the 2026-2027 school year as presented.

Moved: Jeremy Glaush; Seconded: Anthony DeMarco; Vote: Yes -11; No - 0; Abstentions - 0; Absent – 3.

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 June 30, 2026 as presented.

Bills to be Ratified

Ratification of bills paid from June 8, 2026 through June 30, 2026 in the amount of \$6,174,882.41.

Ratification of bills paid from July 1, 2026 through July 12, 2026 in the amount of \$752,228.69.

Bills to be Approved

Approval of bills for July 20, 2026 as listed: Bills for Approval – 07/20/2026 - \$2,264,859.74.

Lease Agreement

Approve an amendment to the lease between Carbon Lehigh Intermediate Unit #21 and Brookside Office Partners, LP, for an additional 500 square feet at 4949 Liberty Lane, Wescosville, PA from September 1, 2026 through July 31, 2031 in accordance with the original Lease (Early Intervention Budget).

Insurance Brokerage Services

Approval of engagement of Miers Insurance Company, 615 Waterfront Drive, Suite 504, Allentown, PA 18102, to provide insurance Brokerage Services from July 1, 2027, ending June 30, 2029, at a fixed fee annual cost of \$68,000.

Moved: Barbara Sipler; 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):

Clifford Castoral, Teacher, Special Education, Contracted Safety Care Trainer and Homebound Instruction and Instruction in the Home Pool Professional, effective the close of business June 11, 2026.

Jung Park, Outpatient Therapist (Master's), effective the close of business June 30, 2026.

Marlen Padilla Tejada, Behavioral Health Technician (ABA), effective the close of business June 17, 2026.

Lana Kisselbach, Instructional Assistant and Summer Employment Pool Support Staff, effective the close of business June 15, 2026.

Jennifer Burns, Vehicle Assistant, Substitute Utility Staff and Transportation Summer Employment, effective the close of business June 11, 2026.

Kathy Ann Davis, Vehicle Assistant, effective the close of business August 9, 2026.

Michael Gaston, Substitute Vehicle Driver/Vehicle Assistant, effective the close of business August 9, 2026.

PERSONNEL MATTERS (continued)

Resignations (continued)

Alesandra Kimble, Vehicle Assistant, Substitute Utility Staff and Transportation Summer Employment, effective the close of business June 30, 2026.

Rebecca Lozowsky, Speech Therapist, Contracted Speech Therapist and Summer Employment Pool Professional Staff, effective the close of business July 31, 2026.

Jennifer Melber, Substitute Instructional Assistant, effective the close of business June 30, 2026.

Dana Davies, Administrative Assistant (Director Level), effective the close of business July 20, 2026.

Retirement

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

Tina Minnich, Job Coach and Summer Employment Pool Support Staff, effective the close of business October 2, 2026 (19 Years of Service).

Lea Graeffe, Teacher, Remedial Reading and Mathematics, and Summer Employment Pool Professional Staff, effective the close of business June 30, 2026 (21 Years of Service).

Kimberly Walck, Contracted Federal Program Services Consultant, effective the close of business July 1, 2026.

Cheryl Schuler, Vehicle Assistant and Substitute Utility Staff, effective the close of business September 30, 2026 (15 Years of Service).

Donald Williamson, Vehicle Assistant and Transportation Summer Employment, effective the close of business June 30, 2026 (9 Years of Service).

Full-Time Employment

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

Lauren Heller, Mental Health Worker, Itinerant, at an annual salary of \$31,500, prorated for the 195-day work year, effective July 6, 2026 (Replacement for Annette Trittenbach, Resigned; Partial Hospitalization Budget).

Emily Bartron, Instructional Assistant, Peters Elementary School, at an annual salary of \$26,000, prorated for the 191-day work year, effective August 10, 2026 (Instructional Assistant Pool; Special Programs and Services Budget).

Kathy Ann Davis, Vehicle Driver/Vehicle Assistant, at an hourly rate of \$17.82/Vehicle Driver and \$15.65/Vehicle Assistant, effective August 10, 2026 (Transportation Pool; Transportation Budget).

Michael Gaston, Vehicle Driver/Vehicle Assistant, at the hourly rate of \$17.82/Vehicle Driver and \$15.00/Vehicle Assistant, effective August 10, 2026 (Transportation Pool; Transportation Budget).

Marissa Lazar, Speech Therapist, Whitehall Coplay Early Learning Center, at an annual salary of \$65,838, Step 5, Column M, prorated for the 194-day work year, effective July 6, 2026 (Replacement for Lynne Stout, Retired; Early Intervention Budget; Non-Tenured).

Taylor Smith, Instructional Assistant, Carbon Learning Achievement School, at an annual salary of \$25,000, prorated for the 191-day work year, effective August 10, 2026 (Instructional Assistant Pool; Special Programs and Services Budget).

PERSONNEL MATTERS (continued)

Full-Time Employment (continued)

Ivelisse Bautista, Instructional Assistant, Sheckler Elementary School, at an annual salary of \$29,250, prorated for the 191-day work year, effective August 10, 2026 or upon receipt of final paperwork, but no later than October 20, 2026 (Instructional Assistant Pool; Special Programs and Services Budget).

Heather Gil, Autism Support Interventionist, Sheckler Elementary School, at an annual salary of \$38,000, prorated for the 194-day work year, effective August 10, 2026 (Replacement for Shasta Young, Resigned; Special Programs and Services Budget).

Angela Tabbah, Instructional Assistant, Orefield Middle School, at an annual salary of \$26,500, prorated for the 191-day work year, effective August 10, 2026 (Instructional Assistant Pool; Special Programs and Services Budget).

Thomas Goffredo, Instructional Assistant, Lehigh Learning Achievement School, at an annual salary of \$27,000, prorated for the 191-day work year, effective August 10, 2026 (Instructional Assistant Pool; Special Programs and Services Budget).

Natasha Cruz, Instructional Assistant, Panther Valley Elementary School, at an annual salary of \$27,500, prorated for the 191-day work year, effective August 10, 2026 (Instructional Assistant Pool; Special Programs and Services Budget).

Joelene Melendez, Administrative Assistant, CLIU Central Office, at an annual salary of \$48,000, prorated for the 242-day work year, effective July 21, 2026 or upon receipt of final paperwork, but no later than October 20, 2026 (Replacement for Melissa Leo, Resigned; Management Information Systems Budget).

Dennis Nappi II, Special Education Facilitator, CLIU Central Office, at an annual salary of \$78,331 (prorated for the 194-day work year), Step 13, Column M, plus 19 days per diem, not to exceed a 210-day work year, effective August 10, 2026 or upon receipt of final paperwork, but no later than October 20, 2026 (Replacement for Vanessa McCormick, Resigned; Special Programs and Services Budget; Non-Tenured).

Allison Lannen, Teacher, Special Education, Hopewell Elementary School, at an annual salary of \$59,000, Step 1, Column B, prorated for the 194-day work year, effective August 10, 2026 (Replacement for Christina Morgan, Retired; Special Programs and Services Budget; Non-Tenured).

Sharon Moyer, Job Coach, Itinerant, at an annual salary of \$26,000, prorated for the 191-day work year, effective August 10, 2026 or upon receipt of final paperwork, but no later than October 20, 2026 (Replacement for Kris Smith, Resigned; Special Programs and Services Budget).

Claudia Tello Perez, Instructional Assistant, Whitehall Coplay Early Learning Center, at an annual salary of \$25,500, prorated for the 191-day work year, effective July 27, 2026 (Instructional Assistant Pool; Early Intervention Budget).

Maiah Sabol, 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 October 20, 2026 (Replacement for Lori Wilson, Retired; Non-Public Budget; Non-Tenured).

Kaleigh Weber, Speech Therapist, Itinerant, at an annual salary of \$60,782, Step 1, Column M, prorated for the 194-day work year, effective July 27, 2026 (Replacement for Amy Haas, Retired; Early Intervention Budget; Non-Tenured).

PERSONNEL MATTERS (continued)

Full-Time Employment (continued)

Nicholas Fewell, CDL Driver, at an hourly rate of \$20.25, effective July 1, 2026 (Transportation Pool; Transportation Budget).

Dana Davies, Administrative Assistant/Board Secretary, CLIU Central Office, at an annual salary of \$61,000, prorated for the 242-day work year, effective July 21, 2026, plus a stipend of \$300 per CLIU Board meeting for Board Secretary (Official Board Secretary role effective August 1, 2026) (Replacement for Jennifer Roselli, Resigned; Executive Office Budget).

Amie Tracy, Special Education Supervisor, CLIU Central Office, at an annual salary of \$89,000, prorated for the 242-day work year, effective July 21, 2026, or upon receipt of final paperwork and release from current employer, but no later than October 20, 2026 (Replacement for Amber Snyder, Resigned; Special Programs and Services Budget; Tenured).

Gregory Kosciolek, Special Education Supervisor, CLIU Central Office, at an annual salary of \$99,000, prorated for the 242-day work year, effective July 21, 2026 or upon receipt of final paperwork and release from current employer, but no later than October 20, 2026 (Replacement for Jonathan Walter, Resigned; Special Programs and Services Budget; Tenured).

Abigail Byers, Special Education Facilitator, CLIU Central Office, at an annual salary of \$65,838 (prorated for the 194-day work year), Step 5, Column M, plus 19 days per diem, not to exceed a 210-day work year, effective August 10, 2026 or upon receipt of final paperwork, but no later than October 20, 2026 (Replacement for Michael Brennan, Resigned; Special Programs and Services Budget; Non-Tenured).

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:

| <u>Mentor</u>                                                         | <u>Inductee</u> |
|-----------------------------------------------------------------------|-----------------|
| Kelly Howatt<br>(Replacing Amy Haas June 1, 2026 to October 31, 2026) | Anna Himes      |

Payment per the CLEA contract, to the following Mentors after the end of the mentoring period, for serving in the Mentor role for Year 1 of the CLIU Induction program:

| <u>Mentors</u>                       | <u>Inductees</u>            |
|--------------------------------------|-----------------------------|
| Lerin Hagenbuch<br>Jeniemarie Farrow | Jazmin Cruz<br>Tiffany Hall |

Emergency Employment

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

Karen Smith, Substitute Vehicle Assistant, at the hourly rate of \$17.47, effective May 12, 2026.

Emergency employment of the following person for the 2025-2026 and 2026-2027 fiscal years, up to 29 hours per week:

Diane Carfara, Contracted Administrative Assistant/Board Secretary, at the hourly rate of \$24.00, effective June 1, 2026 through December 31, 2026.

Contracted Services

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

Vanessa McCormick, Safety Care Trainer, at the hourly rate of \$50.00, effective May 1, 2026.

PERSONNEL MATTERS (continued)

Contracted Services (continued)

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

Jennifer Lax, Crisis Prevention Intervention (CPI) Instructor, at the hourly rate of \$27.00, effective July 1, 2026.

Devin Ahearn, Special Education Teacher, at the appropriate hourly rate, effective July 6, 2026.

Marissa Lazar, Speech Therapist, at the appropriate hourly rate, effective July 6, 2026.

Melanie Beck, Occupational Therapist, at the appropriate hourly rate, effective July 21, 2026.

Jillian Ralph, Occupational Therapist, at the hourly rate of \$70.00, effective July 1, 2026.

James Ward, Online Learning Advisor, at the hourly rate of \$30.00, effective July 21, 2026 or upon receipt of final paperwork and completion of onboarding requirements, but no later than October 20, 2026.

Contract with the following person for the 2026-2027 fiscal year:

Melony Stanton, 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 Auditory Physiology, Hearing Loss and Language Development, 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.

Substitutes

Approve the following substitutes for the 2026-2027 fiscal year, up to 29 hours per week:

Substitute Teacher

Sumaya Jeeva

Substitute Vehicle Assistant

Beth Fisher

Behavioral Health Services Personnel

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

Raydiris Rodriguez Hernandez, Behavioral Health Technician (ABA)

Ellen O'Neill, Outpatient Therapist (Master's)

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:

Lindsey Fisher

Tushanna Flynn

Adria Geiger

Logan Kade

Casey Killo

Michael McGonigal, effective July 7, 2026.

Evan Pensabene

Samantha Pifer

Brenden Smay, effective July 7, 2026.

PERSONNEL MATTERS (continued)

Summer Employment Pool Professional Personnel (continued)

Kerri Smith  
Arianna Stoudt, effective July 6, 2026.  
Regan Whitesell

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:

Sadie Gair  
Cherie Gebhardt  
Michele Grosse  
Lea Rex  
Jennifer Reynolds, effective July 6, 2026.  
Grace Schick, effective July 6, 2026.  
Jamie Silfies, effective July 7, 2026.  
Cadence Whalen, effective July 7, 2026.  
Jaclyn Williams, effective July 6, 2026.

Transportation Summer Employment

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

Patricia Huff, effective July 13, 2026.  
Brian Kibler, effective July 16, 2026, or upon completion of onboarding requirements, but no later than October 20, 2026.  
Marisol Oncay, effective July 13, 2026.  
Maria Ponte, effective July 15, 2026.  
Iraira Tobin, effective July 15, 2026.

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

Justin Nixon  
Jill Smith

Tenure Acknowledgement

Tenure has been granted to the following CLIU Employees:

Laurie Plotsko  
Allyssa Helm

-Moved: Sherry Haas; Seconded: Jason Bashaw; Vote: Yes -11; No - 0; Abstentions - 0; Absent - 3.

UNFINISHED BUSINESS

There was no Unfinished Business discussed.

NEW BUSINESS

There was no New Business discussed.

PUBLIC COMMENT

The public offered no comments at this meeting.

BOARD SHARING

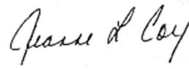
President Williams thanked the CLIU administrative team for adding each school district's mascot and name to the Board of Directors place cards.

ADJOURNMENT

- MOTION: The Carbon Lehigh Intermediate Unit Board of Directors meeting adjourned at 7:01 p.m.

Moved: Jennifer Senavaitis; Seconded: Gale Husack; President Williams declared the meeting adjourned.

Respectfully submitted,



Jeanne Coy  
Board Secretary

**NEXT BOARD MEETING**  
**MONDAY, AUGUST 17, 2026**  
**6:30 P.M.**

**Via Zoom or at the Carbon Lehigh Intermediate Unit**  
**4210 Independence Drive**  
**Schnecksville, PA 18078**