

MINUTES

CARBON LEHIGH INTERMEDIATE UNIT
BOARD OF DIRECTORS

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

MONDAY, August 17, 2026

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

Meeting No. 667

CALL TO ORDER

President George Williams called the six hundred and sixty seventh 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, Mary Figura, Jeremy Glaush, Gale Husack, Jennifer Senavaitis, Sherry Haas, Anthony DeMarco, Chris Pirrotta, Laura McKelvey, and Barbara Sipler. Board Members in Attendance Virtually: George Williams. Board Members Absent: Andrene Brown-Nowell, Dr. William Whitney and Emily Gehman. Staff: Dr. Gregory Koons, Gretchen Boyer, Dana Davies, Brandon Humanick, George Husack, Eric Lech, Jocelyn McCollum, Lucia Miletto O'Brien, Dr. Cathy Nelson, David Russell, Dr. Lisa Schumacher, Amber Snyder, Kim Talipan, Dr. Jonathan Walter, and Lynette Wendling. Also in Attendance: Ellis Katz, Esq., Solicitor, Duane Wendling.

President George Williams reported that an Executive Session was held on Monday, July 20, 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 JULY 20, 2026 CLIU BOARD OF DIRECTORS MEETING MINUTES

-MOTION: The Carbon Lehigh Intermediate Unit Board of Directors approves the minutes of the July 20, 2026 meeting as presented:

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

BOARD PRESIDENT'S REPORT

President George Williams expressed his appreciation to the CLIU for the invitation to address staff during the CLIU Opening Day In-Service. He attended the event in person at Whitehall High School and participated virtually with staff at Northern Lehigh High School. President Williams noted the enthusiasm and positive energy exhibited by attendees and stated that it was a privilege and honor to have the opportunity to speak with CLIU staff. He extended his best wishes to all employees for a successful and productive year.

President Williams also reminded members of the Negotiations Committee that a committee meeting would convene immediately following the conclusion of the Board Meeting.

CORRESPONDENCE TO THE BOARD/CLIU UPDATE

Dr. Koons welcomed Dana Davies in her role as the new Board Secretary. He also reviewed the materials provided to Board members, which included Opening Day t-shirts, copies of *Atomic Habits* by James Clear, and a handout to accompany Dr. Nelson's presentation regarding a proposal to establish a full-time Outpatient Therapist position.

Dr. Koons invited Kim Talipan to share with the Board a card received from Jeanne Coy following her retirement. In the card, Ms. Coy expressed her appreciation to the Board for the opportunity to serve as Director of Business Services and thanked the members for their trust and support throughout her tenure. Ms. Talipan circulated the card among the members of the Board of Directors for their review.

Dr. Koons reported on the PA Edge Conference, which was held on August 3 and 4, 2026, at Parkland High School. He expressed his appreciation to the Superintendents of Northwestern Lehigh School District and Salisbury Township School District, as well as Eric Lech, CLIU Director of Curriculum and Instruction, for their input and assistance with the conference. Dr. Koons further reported that the CLIU is exploring the possibility of hosting another administrative retreat in the coming year.

Dr. Koons reported that, pursuant to Act 20 of the Pennsylvania School Code, weekly wellness checks are now required for full-time students enrolled in virtual school programs. In response to these requirements, the CLIU Curriculum and Instruction Department convened a forum to review the provisions of the legislation, including the mandate for weekly real-time visual and verbal contact during weeks that include three or more school days. Kim Talipan and Eric Lech participated in the forum and engaged in discussions regarding the feasibility of the CLIU providing this service to its member districts.

Dr. Koons reported that the address delivered by President George Williams during Opening Day was exceptional and well received by staff. He noted that the theme for the 2026-2027 school year is "*Where Service Meets Heart.*" Dr. Koons explained that the theme reflects the CLIU's commitment to students and recognizes the dedication, compassion, and care that staff demonstrate in serving the best interests of students each day. The Opening Day video was subsequently presented to the Board of Directors.

ESY PRESENTATION

Dr. Jonathan Walter, Assistant Director of Special Programs and Services, presented information on this year's Extended School Year (ESY) program. Prior to his presentation, he highlighted the mobiles hanging in the board room, which were created by students participating in the ESY program.

Dr. Walter explained that the purpose of ESY is to provide eligible students with continued instruction and support during the summer break to maintain and reinforce essential skills. Eligibility is determined through a year-round review of student data conducted by individual educational teams.

This year, ESY programs served approximately 400 students and were held at Lehigh Learning Achievement School (LLAS), Lehigh County Enhanced Autism (LCEA), Carbon County Enhanced Autism (CCEA), Whitehall High School, Orefield Middle School, and L.B. Morris Elementary School. In addition to classroom instruction, students received related services, including speech therapy, occupational therapy, and adapted physical education.

Dr. Walter noted that planning for the 2027 ESY program is already underway.

Dr. Walter also shared opportunities made available to students through the Carbon Lehigh Special Needs Children's Foundation. Through its fundraising efforts, the foundation was able to provide summer learning experiences at various camps. Following his remarks, an Extended School Year video was presented to the Board of Directors.

Board Member Jason Bashaw commended the CLIU for its efforts in providing this year's Extended School Year (ESY) program and thanked all staff for going above and beyond to support students and their families.

Dr. Koons congratulated Dr. Jonathan Walter on successfully defending his dissertation and achieving this significant professional milestone.

ANNIE SULLIVAN AWARD PRESENTATION

Dr. Cathy Nelson, Director of Special Programs and Services, presented the 2026 Annie Sullivan Award. Dr. Nelson expressed her gratitude for the opportunity to present the award and noted the overwhelming number of nominations received from across the CLIU community, reflecting the creativity, perseverance, and dedication of staff. She shared that the nominations serve as a powerful reminder that the impact of CLIU staff is often measured in the moments when families feel hope or when a colleague realizes they are not alone.

Dr. Nelson explained that the Annie Sullivan Award exists in recognition of Annie Sullivan's belief that disability should never define a person's possibilities. Named in honor of Helen Keller's teacher and lifelong friend, the award recognizes a CLIU staff member whose commitment to students with disabilities promotes inclusion, understanding, and acceptance.

During Opening Day 2026, Carbon Lehigh Intermediate Unit #21 proudly presented the Annie Sullivan Award to Lynette Wendling. Ms. Wendling was recognized for her innovation, fearlessness, and determination to find answers when others cannot. Her nomination highlighted her unwavering commitment to supporting students and colleagues, noting that where others see barriers, Lyn sees solutions.

Following a standing ovation, Ms. Wendling addressed the Board of Directors. She humbly shared that she simply sees herself as someone who goes to work each day to support individual students who need someone to be there for them. Ms. Wendling thanked the Board for its continued support, noting that without their support, CLIU staff would not be able to do the important work they do. She also expressed her appreciation for the Board's trust in the CLIU to serve students with complex needs.

Ms. Wendling concluded by sharing a heartwarming story about a student who was unable to verbalize when he was experiencing pain. Through months of dedicated instruction and support, the student was eventually able to communicate to his teachers and family that he had a headache and needed medicine. She noted that moments like these demonstrate the meaningful impact of the work performed by CLIU staff each day.

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, 2026 as presented.

Bills to be Ratified

Ratification of bills paid from July 13, 2026 through August 9, 2026 in the amount of \$6,174,882.41.

Bills to be Approved

Approval of bills for August 17, 2026 as listed: Bills for Approval – 08/17/2026 - \$2,706,205.22.

Lease Agreement

Approve a renewal of the lease between Carbon Lehigh Intermediate Unit #21 and 940 Cherokee LLC, from September 1, 2026 through August 31, 2026. (Project Search Budget).

Moved: Jeremy Glaush; Seconded: Chris Pirrotta; 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):

Leanne Thomas, Teacher, Special Education and Contracted Safety Care Trainer, effective the close of business September 11, 2026.

Kassandra Opie, Instructional Assistant, effective the close of business July 1, 2026.

Amanda Belford, Instructional Assistant, effective the close of business June 15, 2026.

Erin Kisselbach, Teacher, Special Education, effective the close of business October 2, 2026 or earlier depending on the approval of her replacement.

Tina George, Vehicle Assistant, effective the close of business June 9, 2026.

Amanda Wapner, Instructional Assistant, effective the close of business June 10, 2026.

Julia Duerr, Speech Therapist and Contracted Speech Therapist, effective the close of business October 2, 2026.

Troy Anewalt, Emotional Support Interventionist and Summer Employment Pool Professional Staff, effective the close of business June 12, 2026.

Paulette Watson, Vehicle Driver/Vehicle Assistant, effective the close of business August 10, 2026.

Michele Miller, Medical Billing Coordinator, effective the close of business August 17, 2026.

Michelle Revelle, Administrative Assistant, effective the close of business August 30, 2026.

Jocelyn McCollum, Human Resources Manager, effective the close of business August 30, 2026.

Full-Time Employment

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

Brian Pillar, Software Support Specialist, CLIU Central Office, at an annual salary of \$62,000, prorated for the 242-day work year, effective August 4, 2026 (Replacement for Candace Arnold, Resigned; Management Information Systems Budget).

Christine Shive, Autism Support Interventionist, Panther Valley Elementary School, at an annual salary of \$40,000, prorated for the 194-day work year, effective August 10, 2026 (Replacement for Janelle Roberts, Transferred; Special Programs and Services Budget).

Mickatelyn Gildner, Speech Therapist, Whitehall Coplay Early Learning Center, at an annual salary of \$67,300, Step 6, Column M, prorated for the 194-day work year, effective August 10, 2026 (Replacement for Valerie Seidenberger, Resigned; Early Intervention Budget; Non-Tenured).

PERSONNEL MATTERS (continued)

Full-Time Employment (continued)

Kristen Motsko, Instructional Assistant, Francis H. Sheckler Elementary School, at an annual salary of \$28,500, prorated for the 191-day work year, effective August 10, 2026 (Instructional Assistant Pool; Special Programs and Services Budget).

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

Samantha Pifer, Occupational Therapist, Itinerant, at an annual salary of \$63,000, prorated for the 191-day work year, effective August 11, 2026 (Replacement for Aubrey Scott, Resigned; Special Programs and Services Budget).

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

Mandy Conti, Job Coach, Itinerant, at an annual salary of \$28,000, prorated for the 191-day work year, effective August 18, 2026 or upon completion of final paperwork, but no later than November 17, 2026 (Replacement for Charlotte Nemeth, Resigned; Special Programs and Services Budget).

Theresa Jimenez, Teacher, Special Education, Catasauqua High School, at an annual salary of \$85,332, Step 17, Column B, prorated for the 194-day work year, effective August 10, 2026 (Replacement for Erin Kisselbach, Transferred; Special Programs and Services Budget; Non-Tenured).

Rhonda Kunkel, Instructional Assistant, Panther Valley 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).

Lori Smith, Vehicle Driver/Vehicle Assistant, at an hourly rate of \$17.82/Vehicle Driver and \$15.00/Vehicle Assistant, effective August 18, 2026 (Transportation Pool; Transportation Budget).

Jessica Haus, Instructional Assistant, Weisenberg Elementary School, at an annual salary of \$23,000, prorated for the 191-day work year, effective August 18, 2026 or upon receipt of final paperwork, but no later than November 17, 2026 (Instructional Assistant Pool; Special Programs and Services Budget).

Chloe Cox, Instructional Assistant, Weisenberg Elementary School, at an annual salary of \$26,000, prorated for the 191-day work year, effective August 18, 2026 or upon receipt of final paperwork, but no later than November 17, 2026 (Instructional Assistant Pool; Special Programs and Services Budget).

Kevin Frawley, Teacher, Physical Education, Itinerant, at an annual salary of \$63,135, Step 1, Column M30, prorated for the 194-day work year, effective August 18, 2026 (Replacement for Concetta Schultz, Retired; Special Programs and Services Budget: Non-Tenured).

Michele Miller, Senior Accounting Specialist, CLIU Central Office, at an annual salary of \$73,000, prorated for the 242-day work year, effective August 18, 2026 (Replacement for Bradley Petrohoy, Resigned; Business Office Budget).

PERSONNEL MATTERS (continued)

Full-Time Employment (continued)

Michelle Revelle, Administrative Assistant (Director Level), CLIU Central Office, at an annual salary of \$49,500, prorated for the 242-day work year, effective August 31, 2026 (Replacement for Joan Bovard, Resigned; Business Office Budget).

Jocelyn McCollum, Director of Business Services, CLIU Central Office, at an annual salary of \$121,000, prorated for the 242-day work year, effective August 31, 2026 (Replacement for Jeanne Coy, Retired; Business Office Budget).

Emergency Employment

Emergency Employment of the following person for the 2026-2027 fiscal year, up to 29 hours per week:

Lynne Stout, Speech Therapist, at the hourly rate, effective July 1, 2026.

Contracted Services

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

Wendy Tolan, Occupational Therapist, at the appropriate hourly rate, effective August 18, 2026.

Elizabeth Bartolucci, Occupational Therapist, at the appropriate hourly rate, effective August 18, 2026.

Dana Davies, Administrative Assistant, at the hourly rate of \$27.25, effective July 21, 2026.

Heather Updegraff, Mental Health Specialist, at the hourly rate of \$35.00, effective August 18, 2026.

Leah Jaremenko, Safety Care Trainer, at the hourly rate of \$50.00, effective July 1, 2026.

Michelle Frye, Instructional Assistant, at the appropriate hourly rate, effective July 1, 2026.

Jennifer Ketchledge, CPI Instructor, at the appropriate hourly rate, effective July 16, 2026.

Beth Oswald, Certified Occupational Therapy Assistant, at the appropriate hourly rate, effective August 18, 2026.

Substitutes

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

Substitute Teachers and Substitute Instructional Assistants

January Sleiman, effective August 18, 2026 or upon completion of final paperwork and onboarding requirements, but no later than November 17, 2026.

Ann Marie Smell, effective August 18, 2026 or upon completion of final paperwork and onboarding requirements, but no later than November 17, 2026.

Substitute Vehicle Assistants

Mary Ellen Fisher, effective August 18, 2026 or upon completion of onboarding requirements, but no later than November 17, 2026.

Amy Love, effective August 18, 2026 or upon completion of final paperwork and onboarding requirements, but no later than November 17, 2026.

PERSONNEL MATTERS (continued)

Transportation Summer Employment

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

Maria Ponte, effective July 14, 2026.

Tenure Acknowledgement

Tenure has been granted to the following CLIU Employees:

Amanda Benko
Leah Jaremenko
Ian Pychinka
Leanne Thomas
Aaron Fritz

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

UNFINISHED BUSINESS

There was no Unfinished Business discussed.

NEW BUSINESS

Dr. Koons invited Dr. Nelson to discuss the need for a full-time Outpatient Therapist within Special Programs and Services. Dr. Nelson outlined with the Board the services offered through the CLIU's Behavioral Health Department.

Dr. Nelson asked the Board to consider the proposal in advance of a formal request to add a full-time Outpatient Therapist position. She explained that the position would be funded through Managed Care reimbursements. Under the current reimbursement model, the position is forecasted to sustain itself.

PUBLIC COMMENT

The public offered no comments at this meeting.

BOARD SHARING

Board Member Jason Bashaw remarked that he is excited to start the school year.

President George Williams requested thoughts and prayers for a teacher in the Whitehall-Coplay School District and her family, who were involved in a tragic car accident.

ADJOURNMENT

- MOTION: The Carbon Lehigh Intermediate Unit Board of Directors meeting adjourned at 7:20 p.m.

Moved: Anthony DeMarco; Seconded: Jennifer Senavaitis; President Williams declared the meeting adjourned.

Respectfully submitted,



Dana Davies
Board Secretary

NEXT BOARD MEETING
MONDAY, September 21, 2026
6:30 P.M.

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