

MINUTES
CARBON LEHIGH INTERMEDIATE UNIT
BOARD OF DIRECTORS

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

MONDAY, DECEMBER 18, 2023

6:30 P.M.— REGULAR BOARD MEETING

Meeting No. 638

CALL TO ORDER

President George Williams called the six hundredth and thirty eighth 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: Andrene Brown-Nowell, Dr. William Whitney, Richard Flacco, Gale Husack, Jennifer Senavaitis, Sherry Haas, Anthony DeMarco, Lisa Roth, Laura McKelvey, and George Williams. Board Members Absent: Jeremy Glaush, Emily Gehman, and Kenneth Jacoby. Staff: Dr. Gregory Koons, Gretchen Boyer, Jeanne Coy, George Husack, Eric Lech, Sean LeDonne, Randy Parry, Jennifer Roselli, David Russell, Dr. Lisa Schumacher, Dr. Mark Scott, and Kim Talipan. Also in attendance: Dr. Cathy Nelson, Assistant Director of Special Programs and Services candidate; Deana Morabito, Payroll Supervisor candidate; Laura Sweeney, EI Teacher; Bobby Ray, EI Facility dog; Kelly Gaston, CLIU Job Coach; Melissa Johnson, Supervisor of Special Programs and Services; Joanne Mazzante, for supervisory hours, Mark Crenshaw, IT Support; Mr. Robert Bold, former CLIU Board member and President; and John Audi, 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 Jason Bashaw, Catasauqua Area School District, to serve on the Carbon Lehigh Intermediate Unit Board of Directors, effective December 18, 2023, until the CLIU Board Annual Election in the spring of 2024.

Moved: Gale Husack Seconded: Andrene Brown-Nowell; Vote: Yes – 10; No – 0; Abstentions – 0; Absent – 4.

APPROVAL OF THE NOVEMBER 20, 2023 CLIU BOARD OF DIRECTORS MEETING MINUTES

- MOTION: The Carbon Lehigh Intermediate Unit Board of Directors approves the minutes of the November 20, 2023 meeting as presented.

Moved: Anthony DeMarco Seconded: Lisa Roth; Vote: Yes – 10; No – 0; Abstentions – 0; Absent – 4.

BOARD PRESIDENT'S REPORT

President Williams wished everyone a very happy and safe holiday. He then shared that he visited LB Morris elementary school in Jim Thorpe where he played Santa Claus for the students in the Life Skills classroom.

BOARD PRESIDENT'S REPORT (continued)

He said it was an amazing experience to see the kids so excited and handed out many high fives hugs as well as an individual gift for each student. President Williams said the classroom did a wonderful job putting everything together and that Dr. Koons attended alongside him as his elf.

President Williams then shared that the basket raffle was a wonderful success. He then gave thanks to everyone who put together a basket, including Board members Lisa Roth and Sherry Haas who donated a basket independently. He went on to say that the raffle raised over \$4,000 for the Carbon Lehigh Special Needs Children's Foundation. President Williams reminded the Board of the Annual CLSNCF Golf Tournament that will take place on June 18, 2024. He then turned it over to Kim Talipan to talk about the special attendees attending tonight's Board meeting.

Kim Talipan shared that she is honored to introduce to the Board, Bobby Ray, the newest CLIU facility dog from Chillbrook breeders who has been bred to serve students with the needs that he will encounter at early intervention. Ms. Talipan noted that Laura Sweeney, Bobby Ray's mom, was instrumental through the process of obtaining Bobby Ray. Ms. Sweeney said he is such a light and has a wonderful personality.

Ms. Talipan then noted that Bobby Ray was named after Robert Bold former long time CLIU Board member and Board President who has served kids through the many roles he has had including teacher and Parkland School Board member. She said Mr. Bold has brought joy to many students lives and that legacy will continue through Bobby Ray.

President Williams thanked Kim Talipan and Laura Sweeney and gave the official CLIU statistics on Mr. Bold. He was a CLIU board member from June 2008 until November 2019 and CLIU Board President from 2009 to 2019. President Williams noted the incredible years of service and well-deserved honor to name Bobby Ray after Mr. Bold.

CORRESPONDENCE TO THE BOARD/CLIU UPDATE

Dr. Koons noted that at everyone's place are the trees that were assembled by the Work Based Learning program. Dr. Mark Scott and Ms. Kelly Gaston, CLIU job coach, briefly spoke on the project with Dr. Scott noting he only cut wooden pieces, that it was Ms. Gaston who put everything together with the students.

Dr. Koons shared that the Board members also have little jars of salsa. He said this is homemade salsa that he made with the students in our CLIU programs this morning. They were prepared that under the direction of Melissa Johnson, Supervisor of Special Programs and Services, along with Dr. Koons. Melissa briefly spoke about the students in the program.

CLIU DEPARTMENTAL SERVICES PRESENTATION

Dr. Koons then shared a video from the CLIU Holiday Gathering noting that the theme for this year was "Snow" and students and staff from the Northern Lehigh MDSB classrooms put on an incredible performance for the CLIU staff. He said it was engaging and wonderful to have a "snowball fight" where everyone could participate.

Dr. Scott noted that the presentations incorporated what their instruction or their focus in the classroom was. He said some students shared facts about weather in the winter, while others had to follow directions to build a snowman. The different components that each group did show that it was not just a performance, but a bridge that connected back to engage the students in their learning. Dr. Scott noted it is important for CLIU staff to see the kids that they support, and it also reminds everyone that we are all here for one purpose, and that's helping children learn.

FISCAL MATTERS

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

Final 2024-2025 General Operating Budget

The Carbon Lehigh Intermediate Unit Board of Directors adopts the final CLIU General Operating Budget for the fiscal year 2024-2025 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, 2023 as presented.

Bills to be Ratified—November 13, 2023 through December 10, 2023

Ratification of bills paid from November 13, 2023 through December 10, 2023 in the amount of \$1,501,252.39.

Bills to be Approved

Payment of bills for December 18, 2023 as listed: Bills for Approval – 12/18/23 - \$1,126,091.44.

Approval of Committed Fund Balance Amounts

Approve the commitment of General Fund Balance as of June 30, 2023 for:

Capital Projects	\$1,076,000
Other Post Employment Benefits (OPEB)	\$2,600,000
PSERS Retirement	\$500,000

Moved: Sherry Haas Seconded: Jennifer Senavaitis; Vote: Yes – 10; No – 0; Abstentions – 0; Absent – 4.

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):

Amanda Gernhart, School Psychologist, effective the close of business December 21, 2023.

Brianna Hill, Instructional Assistant, effective the close of business December 1, 2023.

Rachael Landis, Teacher, Special Education, Homebound Instruction & Instruction in the Home Pool-Professional and Summer Employment Pool Professional Staff, effective the close of business January 11, 2024.

Karen Markham, Supervisor of Payroll Services, effective the close of business November 30, 2023.

Brittany Young, Vehicle Assistant and Substitute Utility Staff, effective the close of business December 18, 2023.

Ashley Fazio, Teacher, Special Education, effective the close of business December 1, 2023.

Dr. Catherine Nelson, Special Education Supervisor, effective the close of business January 1, 2024.

Lerin Hagenbuch, Educational Consultant, effective the close of business January 1, 2024.

PERSONNEL MATTERS (continued)

Retirement

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

Patricia Kuebler, Certified Occupational Therapy Assistant, effective the close of business February 23, 2024 (10 Years of Service).

Dorothy Hess, Occupational Therapist, Contracted Occupational Therapist and Summer Employment Pool Professional Staff, effective the close of business April 2, 2024 (29 Years of Service).

Full-Time Employment

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

Jennifer Prosock, Teacher, Special Education, Itinerant, at an annual salary of \$88,691, Step 19, Column M, prorated for the 194-day work year, effective January 4, 2024 or upon receipt of final paperwork and release from current employer (Replacement for Mary DiMattia, Retired; Early Intervention Budget; Tenured).

Charles Smith, Vehicle Assistant, at an hourly rate of \$15.00, effective November 30, 2023 (Transportation Pool; Transportation Budget).

Brittany Young, Administrative Assistant, CLIU Central Office, at an annual salary of \$35,500, prorated for the 242-day work year, effective December 19, 2023 (Replacement for Christine Sutter, Resigned; Early Intervention Budget).

Karen Markham, Payroll Coordinator, CLIU Central Office, at an annual salary of \$61,050, prorated for the 242-day work year, effective December 1, 2023 (Replacement for Karen Markham, Resigned; Human Resources Budget).

Sherry Costenbader, Administrative Assistant, Transportation Office, at an annual salary of \$40,000, prorated for the 242-day work year, effective January 16, 2024 or upon receipt of final paperwork (Replacement for Alicia Hay, Resigned; Transportation Budget).

Mark Cicchinelli, Vehicle Driver/Vehicle Assistant, at an hourly rate of \$17.82/Vehicle Driver and \$15.00/Vehicle Assistant, effective December 11, 2023 (Transportation Pool; Transportation Budget).

Cynthia Moyer, Vehicle Assistant, at an hourly rate of \$15.00, effective December 11, 2023 (Transportation Pool; Transportation Budget).

Lori Bizousky, Vehicle Driver/Vehicle Assistant, an hourly rate of \$17.82/Vehicle Driver and \$15.00/Vehicle Assistant, effective December 11, 2023 (Transportation Pool; Transportation Budget).

Deana Morabito, Supervisor of Payroll Services, CLIU Central Office, at an annual salary of \$70,000, prorated for the 242-day work year, effective January 3, 2024 or upon receipt of final paperwork (Replacement for Karen Markham, Resigned; Human Resources Budget).

Dr. Catherine Nelson, Assistant Director of Special Programs & Services, CLIU Central Office, at an annual salary of \$107,500, prorated for the 242-day work year, effective January 2, 2024 (New Position; Special Programs and Services Budget).

Lerin Hagenbuch, Special Education Facilitator, CLIU Central Office, at an annual salary of \$65,743, plus 19 days per diem per fiscal year, (prorated for the 210-day work year), Step 10 Column M, not to exceed a 210-day work year, effective January 2, 2024 (Replacement for Sarah Rabenold, Resigned; Special Education Budget; Tenured).

PERSONNEL MATTERS (continued)

Support Teacher

Payment per the CLEA contract, to the following support teacher:

Support Teacher

Ashley Bennett

Scholar

Jessica Fantasia

January 5, 2024 (due to Scholar resignation, Support Teacher mentor services from September 2023 to November 2023)

Homebound Instruction and Instruction in the Home Pool

The following Professional Employee to provide Homebound Instruction/Instruction in the Home on an as-needed basis for the 2023-2024 fiscal year, at the appropriate hourly rate, up to 29 hours per week:

Lenore Chippi

Emergency Employment

Emergency employment of the following person for the 2023-2024 fiscal year, up to 29 hours per week:

Richard Breidegam, Vehicle Driver/Vehicle Assistant, at the hourly rate of \$18.26/Vehicle Driver and \$14.01/Vehicle Assistant, effective December 19, 2023.

Richard Breidegam, CDL Examiner, at the Board approved rate of \$27.00, effective December 19, 2023.

Contracted Services

Contract with the following persons for the 2023-2024 fiscal year, up to 29 hours per week:

Approval of a stipend for the following persons as Comprehensive Plan Committee Members 2023-2024, up to 7 hours each, at the appropriate hourly rate

Clifford Castoral

Amanda David

Cheryl Faustner

Jeremy Silimperi

Kevin Smith

Amber Snyder

Contracted Special Education Teacher

Ashley Fazio, Contracted Special Education Teacher, at the hourly rate of \$50.00, effective December 2, 2023.

Substitutes

Approve the following substitutes for the 2023-2024 fiscal year, up to 29 hours per week:

Substitute Teacher and Substitute Instructional Assistant

Marian Saman

Substitute Instructional Assistant

Adin Hoderewski

Tenure Acknowledgement

Tenure has been granted to the following CLIU Employee:

Ashley Nagy

Moved: Gale Husack Seconded: Lisa Roth; Vote: Yes – 10; No – 0; Abstentions – 0; Absent – 4.

Dr. Koons took a moment to recognize Dr. Cathy Nelson and Ms. Deana Morabito in their new positions as Assistant Director of Special Programs and Services and Payroll Supervisor, respectively.

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: Sherry Haas; Vote: Yes – 10; No – 0; Abstentions – 0; Absent – 4.

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: Gale Husack; Vote: Yes – 10; No – 0; Abstentions – 0; Absent – 4.

UNFINISHED BUSINESS

There was no Unfinished Business to discuss at the meeting.

NEW BUSINESS

First Reading of Policy 619 - GASB 34, GASB 87 & GASB 96 Reporting and Capitalization Policy

The first reading of the 1000 Policies: CLIU Managers was accomplished. The Board will act on these policies following their second reading at the January Board meeting.

PUBLIC COMMENT

Mr. Robert Bold, former long time CLIU Board member and Board President, expressed his thanks for the honor of naming Bobby Ray after him. He said after 60 years in education, he is thankful to continue his legacy for 10 or more years with Bobby Ray. The Board then gave Mr. Bold a round of applause.

BOARD SHARING

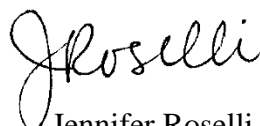
Sherry Haas shared with the Board that she is now the Palmerton Area School District Board President and that she is looking forward to being in that role.

ADJOURNMENT

President Williams reminded the Board that the next Board meeting will be Wednesday, January 24, 2024, not the typical third Monday, due to Martin Luther King Day observance.

- MOTION: The Carbon Lehigh Intermediate Unit Board of Directors meeting adjourned at 6:57 p.m. Moved: Jennifer Senavaitis; Seconded: Sherry Haas. President Williams declared the meeting closed.

Respectfully submitted,



Jennifer Roselli
Board Secretary

NEXT BOARD MEETING
WEDNESDAY, JANUARY 24, 2024
6:30 P.M.
Carbon Lehigh Intermediate Unit
4210 Independence Drive
Schnecksville, PA 18078