

MINUTES  
CARBON LEHIGH INTERMEDIATE UNIT  
BOARD OF DIRECTORS  
  
**CARBON LEHIGH INTERMEDIATE UNIT #21**  
**4210 INDEPENDENCE DRIVE**  
**SCHNECKSVILLE, PA**  
  
MONDAY, MARCH 18, 2024  
  
**6:30 P.M. - REGULAR MEETING - BOARD ROOM**

Meeting No. 640

CALL TO ORDER

President George Williams called the six hundredth and fortieth 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, Richard Flacco, Jeremy Glaush, Gale Husack, Jennifer Senavaitis, Sherry Haas, Anthony DeMarco, Lisa Roth, Laura McKelvey, and George Williams. Board Members Absent: Andrene Brown-Nowell, Dr. William Whitney, and Emily Gehman. Staff: Dr. Gregory Koons, Gretchen Boyer, Jeanne Coy, George Husack, Eric Lech, Sean LeDonne, Dr. Cathy Nelson, Randy Parry, Jennifer Roselli, David Russell, Dr. Lisa Schumacher, Dr. Mark Scott, and Kim Talipan. Also in attendance: Mrs. Barbara Sipler, candidate for CLIU Board member, representing the Weatherly Area School District; Rebecca DeFeo, candidate for CLIU SPS Supervisor and her family; Annette Wilcox, Board member at the Parkland School District; Mark Crenshaw, IT Support; 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 Barbara Sipler, Weatherly Area School District, to serve on the Carbon Lehigh Intermediate Unit Board of Directors, effective March 18, 2024, until the CLIU Board Annual Election in the spring of 2024.

Moved: Gale Husack; Seconded: Jeremy Glaush; Vote: Yes – 10; No – 0; Abstentions – 0; Absent – 3.

Voting from this point forward will reflect those of Mrs. Sipler.

APPROVAL OF THE JANUARY 24, 2024 CLIU BOARD OF DIRECTORS MEETING MINUTES

- MOTION: The Carbon Lehigh Intermediate Unit Board of Directors approves the minutes of the January 24, 2024 meeting as presented:

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

BOARD PRESIDENT'S REPORT

President George Williams reminded the Board that the next Board meeting will be the Board "Spring Fling" scheduled to be held on April 15, 2024 beginning at 4:45 p.m. in conference rooms D, E, F, and G.

### BOARD PRESIDENT’S REPORT (continued)

President Williams also reminded the Board of the 31st Annual CLSNCF Golf tournament scheduled to be held on Tuesday, June 18, 2024.

The Board joined President Williams in singing happy birthday to Lisa Roth and wished her a very happy birthday.

### CORRESPONDENCE TO THE BOARD/CLIU UPDATE

Dr. Koons reviewed with the Board that on January 31<sup>st</sup>, he served as a Panel Moderator at the PA Superintendent Forum on Teacher Shortage held by the Allentown School District at the Renaissance Hotel in Allentown. He noted the session was regarding Marketing for Recruitment & Retention.

Dr. Koons said on February 22<sup>nd</sup>, the CLIU hosted the My Bike presentation event along with Variety, the Children’s Charity.

Dr. Koons also remarked that a Cabinet Retreat was held on February 23<sup>rd</sup> to review progress on this year’s goals and completed a SWOT analysis to determine areas to focus on for the next school year.

Dr. Koons relayed to the Board that on February 29<sup>th</sup>, he joined Lisa Schumacher for a Project Search Visit at LVHN & Work Mentor Program visit. He then extended an invitation to Board members to visit Project Search locations.

Lastly, Dr. Koons facilitated a CLIU Leadership session last week on March 12<sup>th</sup> where the CLIU Leadership Team participated in AI in the Classroom activities using Magic School prompts.

### PROJECT AWARE UPDATE

Project AWARE (Advancing Wellness And Resiliency in Education) was discussed by Dr. Scott, Director of Special Programs and Services. This collaborative project between Montgomery County Intermediate Unit, Carbon Lehigh Intermediate Unit, and Luzerne County Intermediate Unit is funded by SAMHSA (Substance Abuse and Mental Health Services Administration). Dr. Scott outlined the main goals of Project AWARE:

1. Provide universal access to Mental Health screening for school districts.
2. Implement suicide awareness programs, including student-led prevention groups and training curriculums for students and staff.
3. Develop a web-based resource for locating Behavioral Health Resources within specific zip codes.

Dr. Scott demonstrated the Project AWARE FindHelp website, which currently lists over 2,900 providers and offers various treatment modalities. The site is expected to be released to the community and schools by the 2024-2025 school year, with promotion through media, social networking, and local education agencies.

After a brief discussion, President Williams thanked Dr. Scott for his update.

### 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’s ended January 31, 2023 and February 28, 2023 as presented.

#### Bills to be Ratified—January 17, 2023 through March 12, 2023

Ratification of bills paid from January 17, 2023 through March 12, 2023 in the amount of \$6,711,252.52.

#### Bills to be Approved

Payment of bills for March 20, 2023 as listed: Bills for Approval – 3/20/23 - \$3,567,073.06.

FISCAL MATTERS (continued)

Approval of Toshiba Business Solutions Lease Agreement

Approve a five (5) year lease agreement between the Carbon Lehigh Intermediate Unit #21 and Toshiba Business Solutions for copier/fax machines, maintenance, and supplies, effective May 15, 2024, through May 14, 2029.

Moved: Sherry Haas; Seconded: Jeremy Glaush; Vote: Yes – 11; No – 0; Abstentions – 0; Absent – 2.

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):

Vanessa Hernandez Acevedo, Vehicle Driver/Vehicle Assistant, Substitute Utility Staff and Transportation Summer Employment, effective the close of business January 22, 2024.

Natacha Ruiz, Behavioral Health Technician (ABA), effective the close of business January 24, 2024.

Cole Young, Computer Technician, effective the close of business January 24, 2024.

Tirzah Henry, Vehicle Assistant, Substitute Utility Staff and Transportation Summer Employment, effective the close of business January 31, 2024.

Kelley Duminie, Instructional Assistant and Summer Employment Pool Support Staff, effective the close of business January 29, 2024.

Tiana Barnetti, Autism Support Interventionist and Summer Employment Pool Professional Staff, effective the close of business February 23, 2024.

Marian Saman, Substitute Teacher and Instructional Assistant, effective the close of business February 14, 2024.

Dania Garcia, Mental Health Specialist and Contracted Mental Health Specialist, effective the close of business March 29, 2024.

Mason Walsh, Mechanic, effective the close of business March 6, 2024.

Donna Price, Behavioral Health Technician (BA)/Behavioral Health Technician (ABA) and Summer Employment Pool Support Staff, effective the close of business March 15, 2024.

Rebecca DeFeo, Special Education Facilitator, effective the close of business March 18, 2024.

Retirement

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

Mark Simon, School Psychologist and Contracted School Psychologist, effective the close of business June 30, 2024 (20 Years of Service).

Patricia Mengel, Contracted Driver Education Teacher, effective the close of business June 30, 2024 (2 Years of Service).

Karle Schwartz, Certified Occupational Therapy Assistant, effective the close of business June 30, 2024 (8 Years of Service).

Ann Kowalick, Administrative Assistant, effective the close of business April 22, 2024 (19 Years of Service).

Diana Druckenmiller, Vehicle Assistant, effective the close of business June 30, 2024 (13 Years of Service).

PERSONNEL MATTERS (continued)

Retirement (continued)

Susan Ahner, Vehicle Assistant, Substitute Utility Staff and Transportation Summer Employment, effective the close of business June 7, 2024 or the last workday of the 2023-2024 school year (16 Years of Service).

Diane George, Certified Occupational Therapy Assistant, effective the close of business the last workday of the 2023-2024 school year (37 Years of Service).

Pamela Csencsits, Vehicle Driver/Vehicle Assistant and Substitute Utility Staff, effective the close of business June 30, 2024 (18 Years of Service).

Gisele Atherholt, Instructional Assistant, effective the close of business June 30, 2024 (16 Years of Service).

New Position(s)

Approve the following new position(s):

Instructional Assistant Pool 250 Full-time/Part-time Instructional Assistants for the 2024-2025 fiscal year.

Transportation Pool 250 Full-time/Part-time Vehicle Drivers and Vehicle Assistants for the 2024-2025 fiscal year.

Full-Time Employment

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

Frances Amato, Administrative Assistant, Special Programs and Services, at an annual salary of \$34,000, prorated for the 242-day work year, effective February 20, 2024 (Replacement for Audrey Hammen, Retired; Special Programs and Services Budget).

Cindy Heckman, Vehicle Driver/Vehicle Assistant, at an hourly rate of \$17.82/Vehicle Driver and \$15.00/Vehicle Assistant, effective February 13, 2024 (Transportation Pool; Transportation Budget).

Emily Nacchio, Autism Support Interventionist, Peters Elementary School, at an annual salary of \$35,000, prorated for the 194-day work year, effective March 19, 2024 (Replacement for Chandra Casas, Resigned; Special Programs and Services Budget).

Molly Scialanca, Occupational Therapist, Itinerant, at an annual salary of \$59,000, prorated for the 191-day work year, effective March 11, 2024 (New Position; Special Programs and Services Budget).

Brandon Harris, Vehicle Driver/Vehicle Assistant, at an hourly rate of \$17.82/Vehicle Driver and \$15.00/Vehicle Assistant, effective February 28, 2024 (Transportation Pool; Transportation Budget).

Ellen Sowers, Vehicle Assistant, at an hourly rate of \$15.00, effective February 28, 2024 (Transportation Pool; Transportation Budget).

Michael Svetik, Vehicle Driver/Vehicle Assistant, at an hourly rate of \$17.82/Vehicle Driver and \$15.00/Vehicle Assistant, effective February 28, 2024 (Transportation Pool; Transportation Budget).

Stephanie Milnes, Instructional Assistant, Weisenberg Elementary School, at an annual salary of \$24,000, prorated for the 191-day work year, effective March 19, 2024 or upon receipt of final paperwork (Instructional Assistant Pool; Special Programs and Services Budget).

Brenda Paisley, Job Coach, Itinerant, at an annual salary of \$26,500, prorated for the 191-day work year, effective March 19, 2024 or upon receipt of final paperwork (Replacement for Stephanie Balliet, Resigned; Special Programs and Services Budget).

PERSONNEL MATTERS (continued)

Full-Time Employment (continued)

Jeffrey Thomas, Vehicle Driver/Vehicle Assistant, at an hourly rate of \$17.82/Vehicle Driver and \$15.00/Vehicle Assistant, effective August 13, 2024 (Transportation Pool; Transportation Budget).

Rebecca DeFeo, Special Education Supervisor, Central Office, at an annual salary of \$83,000, prorated for the 242-day work year, effective March 19, 2024 (Replacement for Dr. Catherine Nelson, Resigned; Special Programs and Services Budget).

Stacey Levitsky, Instructional Assistant, Panther Valley Elementary School, at an annual salary of \$26,050, prorated for the 191-day work year, effective March 19, 2024 or upon receipt of final paperwork (Replacement for Lacey Highland, Resigned; Special Programs and Services Budget).

Unpaid Leave

Grant an Unpaid Leave to the following persons:

#4287, Cleaning Staff, Part-Time, Medical Leave, without precedent, not provided for under the federal Family Medical Leave Act, beginning January 30, 2024 and ending on April 18, 2024 with a return to work date of April 19, 2024.

#4286, Instructional Assistant, Part-Time, Medical Leave, without precedent, not provided for under the federal Family Medical Leave Act, beginning February 1, 2024 and ending on March 22, 2024 with a return to work date of March 25, 2024.

#86, Vehicle Driver/Vehicle Assistant, Unpaid Leave, without precedent, beginning February 23, 2024 and ending on March 4, 2024 with a return to work date of March 5, 2024.

#1592, Educational Interpreter, Medical Leave, without precedent, not provided for under the federal Family and Medical Leave Act, beginning March 25, 2024 and ending on June 11, 2024 with a return to work on the first day of the 2024-2025 school year.

Support Teacher

Payment per the CLEA contract, to the following support teachers on September 30, 2024:

<u>Support Teacher(s)</u>	<u>Scholar(s)</u>
(1) Clifford Castoral (Replacing Rachel Landis January 1, 2024 to September 30, 2024)	Amanda Cappella
(2) Janine Lusch	Jennifer Prosock

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 2023-2024 fiscal year, at the appropriate hourly rates, up to 29 hours per week:

Brigid Messa  
Jaime Mies  
Clifford Castoral

Contracted Services

Contract with the following person(s) for the 2023-2024 fiscal year, up to 29 hours per week:

Amy Costa, Special Education Teacher, at the appropriate hourly rate, effective March 26, 2024.

PERSONNEL MATTERS (continued)

Contracted Services (continued)

Erin Haddigan, Special Education Teacher, at the appropriate hourly rate, effective March 19, 2024.

Megan Harding, Speech Therapist, at the appropriate hourly rate, effective March 19, 2024.

Gabriela Rodriguez Ortolaza, Speech Therapist, at the appropriate hourly rate, effective March 19, 2024.

Contract with the following person, as an IEP Pilot Participant, for a maximum of five hours, at the appropriate hourly rate, (January 25, 2024-June 30, 2024):

Kristen Temprine

Substitutes

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

Substitute Teachers and Substitute Instructional Assistants

Shahnaz Fatima  
Melissa Miller  
Stephanie Miller  
Desha Utsick

Substitute Utility Staff

Frank Rapa  
Christopher Stout  
Charles Smith

Substitute Vehicle Assistant

Michael Korpics

Behavioral Health Services Personnel Pool

Behavioral Health Services Personnel Pool, casual employment, on an as-needed basis, for the 2023-2024 fiscal year, at the board approved rate for the position listed, up to 29 hours per week:

Braxton Lehman, Behavioral Health Technician (AA/HS)/Behavioral Health Technician(ABA), effective February 20, 2024.

Noris Subero Contreras, Behavioral Consultant/Mobile Therapist/Behavioral Consultant (Licensed)/Behavioral Consultant(ABA), effective February 26, 2024.

Summer Employment Pool Professional Staff

Summer Employment Pool, Professional Staff, on an as-needed basis, September 1, 2023 to August 31, 2024, at the appropriate hourly rate, up to 29 hours per week:

Heather Rosado

Summer Employment Pool Support Staff

Summer Employment Pool Support Staff, on an as-needed basis, September 1, 2023 to August 31, 2024, at the appropriate hourly rate, up to 29 hours per week:

Iraida Rosfelder  
Kelly Sommers

2024-2025 Renewal Rates

Behavioral Health Service Rates

Approve the following Behavioral Health and Outpatient Services Personnel Pool rates for 2024-2025 Fiscal Year:

IBHS Direct Client Contact Rates:

BHT (BA)/Registered Behavioral Technician (RBT)	\$25 per hour
BHT (AA or High School Diploma-HS) (RBT)	\$17 per hour

PERSONNEL MATTERS (continued)

2024-2025 Renewal Rates (continued)

Behavioral Health Technician (AA/HS)	\$14 per hour
Behavioral Health Technician (BA)	\$17 per hour
Behavioral Health Technician (ABA)	\$25 per hour
Mobile Therapist (MT)	\$38 per hour
Behavioral Consultant (Ph.D. level)	\$38 per hour
Behavioral Consultant (BCBA level)	\$75 per hour
Behavioral Consultant (Master's level)	\$38 per hour
Behavioral Consultant (Licensed)	\$38 per hour
Behavioral Consultant ABA (Licensed)	\$45 per hour
Licensed Clinical Psychologist (LCP)	\$75 per hour

Outpatient Direct Client Contact Rates:

Licensed Outpatient Therapist	\$45 per hour
Outpatient Therapist (Bachelor's)	\$30 per hour
Outpatient Therapist (Master's)	\$38 per hour
Outpatient Therapist (Licensed) Bi-lingual	\$48 per hour
Outpatient Therapist (Master's) Bi-lingual	\$44 per hour
Case Worker	\$20 per hour

Staff Consultation/Supervision Meeting Rates:

BHT (BA)/Registered Behavioral Technician (RBT)	\$10 per hour
BHT (AA or High School Diploma-HS) (RBT)	\$10 per hour
Behavioral Health Technician (AA/HS)	\$10 per hour
Behavioral Health Technician (BA)	\$10 per hour
Behavioral Health Technician (ABA)	\$10 per hour
Mobile Therapist (MT)	\$15 per hour
Behavioral Consultant (Ph.D. level)	\$17 per hour
Behavioral Consultant (BCBA level)	\$16 per hour
Behavioral Consultant (Master's level)	\$15 per hour
Behavioral Consultant (Licensed)	\$16 per hour
Behavioral Consultant ABA (Licensed)	\$16 per hour
Licensed Clinical Psychologist (LCP)	\$24 per hour

Outpatient Staff Consultation/Supervision Rates:

Licensed Outpatient Therapist	\$18 per hour
Outpatient Therapist (Bachelor's)	\$11 per hour
Outpatient Therapist (Master's)	\$16 per hour
Outpatient Therapist (Licensed) Bi-Lingual	\$20 per hour
Outpatient Therapist (Master's) Bi-Lingual	\$18 per hour
Case Worker	\$10 per hour

Tenure Acknowledgement

Tenure has been granted to the following CLIU Employees:

- Gabriela Rodriguez Ortolaza
- Michelle McWhinney
- Jaime Mies
- Ty Schessler

Moved: Jeremy Glaush; Seconded: Lisa Roth; Vote: Yes – 11; No – 0; Abstentions – 0; Absent – 3.

Dr. Koons congratulated Rebecca DeFeo on her new position. In return, Mrs. DeFeo thanked each individual Board member for her approval.

CLIU FACILITIES PLAN PRESENTATION

Dr. Mark Scott, Director of SPS, reviewed the recommendations for facilities planning for CLIU Special Programs and Services program classrooms. The process started in December, involving reviews of existing classrooms, student transitions, and advancements. Based on feedback from district administrators, it was recommended and approved to:

1. Open an additional classroom for the Multiple Disabilities Functional program at a High School.

CLIU FACILITIES PLAN PRESENTATION (continued)

2. Explore moving the Allentown Learning and Achievement Center and the Lehigh County Enhanced Autism Program to alternative sites for improved facilities.

There being no questions, President Williams asked for a motion on the 2024-2025 Facilities Plan.

APPROVAL OF THE 2024-2025 SPECIAL EDUCATION FACILITIES PLAN COMMITTEE REPORT

- MOTION: The Carbon Lehigh Intermediate Unit Board of Directors approves the 2024-2025 Facilities Plan Committee Report as adopted by the CLIU Facilities Plan Committee on March 13, 2024. In addition, the Board reaffirms its commitment to the original construct of the facilities planning, approved November 1, 1989, which consists of a series of prioritized inquiries to be considered in determining the future location of the CLIU and school district special education classes.

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

UNFINISHED BUSINESS

There was no unfinished business.

NEW BUSINESS

There was no new business discussed at this meeting.

PUBLIC COMMENT

The public offered no comments at this meeting.

BOARD SHARING

Lisa Roth shared that she visited the CLIU before for the Adaptive Bike event that occurred on February 22<sup>nd</sup>. She said the event was amazing and the event really shows how much getting a bicycle makes a difference in the students' lives.

Anthony DeMarco said Channel 13 did an outstanding media piece of the Adaptive Bike event.

ADJOURNMENT

- MOTION: The Carbon Lehigh Intermediate Unit Board of Directors meeting adjourned at 7:04 p.m.

Moved: Sherry Haas; Seconded: Duane Deitrich; President Williams declared the meeting adjourned.

Respectfully submitted,

  
Jennifer Roselli  
Board Secretary

**NEXT BOARD MEETING**  
**MONDAY, APRIL 15, 2024**  
**6:30 P.M.**  
**Carbon Lehigh Intermediate Unit**  
**4210 Independence Drive**  
**Schnecksville, PA 18078**