

MINUTES

CARBON LEHIGH INTERMEDIATE UNIT
BOARD OF DIRECTORS

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

MONDAY, OCTOBER 21, 2013

7:00 P.M.--CLIU BOARD MEETING --CLIU BOARD ROOM

Meeting No. 526

CALL TO ORDER

President Robert Bold called the five hundredth and twenty-sixth meeting of the Carbon Lehigh Intermediate Unit Board of Directors to order at 7:00 p.m.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance, followed by a moment of silence, was observed in memory of President Bold's wife, Barbara, who recently passed away.

ATTENDANCE

Board Members in Attendance: Debra Lamb, Penny Hahn, Francee Fuller, Walter Schulz, Wayne Wentz, Raymond Follweiler, Jr., Darryl Schafer, Clarence Myers, Robert E. Bold, Mary L. Ziegler, Dorothy Mohr, and John Toft, Jr. Board Members Absent: Anthony DeMarco and Robert Kolb. Staff: Diane L. Carfara, Tee Decker, Dr. Elaine E. Eib, Philip Fiore, Molly Flood, Tushanna Flynn, Jamie Galgoci, Dr. Charlotte Golden, Andrew Lechman, Deborah Popson, Kim Talipan, Debbie Tice, and Uldis Vilcins,. Also in attendance were: Dennis and Denise Parry and their children Ryan and Jacob, for the presentation; and Ellis Katz, Esq., Solicitor.

APPROVAL OF THE SEPTEMBER 16, 2013 CLIU BOARD OF DIRECTORS MEETING MINUTES

- MOTION: The Carbon Lehigh Intermediate Unit Board of Directors approves the minutes of the September 16, 2013 meeting as presented. Moved: Wayne Wentz; Seconded: Dorothy Mohr; Vote: Yes – 12; No – 0; Abstentions – 0; Absent – 2.

BOARD PRESIDENT'S REPORT

President Bold offered his thanks to the CLIU Board and staff for their condolences and show of support to his family at this difficult time.

CORRESPONDENCE TO THE BOARD/CLIU UPDATE

Board Correspondence

Dr. Eib shared the following Board Correspondence:

- Email sent to Phil Fiore, Director, Management Information Systems, from Monica Losinno, Guidance Counselor, and Gary Adams, Director of Technology, from Palisades School District. These individuals thanked Mr. Fiore and the MIS department staff for all of the great support that they have rec'd for PowerSchool. Of particular note was the kudos given to MIS staff members, Cheryl Peters, Applications Manager; and Tracey Roberts and Linda Woolbaugh, Software Support Specialists; and
- A thank you note was received from Julia Krueger. Julia, a Parkland School District student, sent thanks to Tee Decker for the support of Carbon Lehigh Special Needs Children's Foundation gifting program which afforded her the opportunity to attend Camp Hero this past summer. Julia is a student in the CLIU Deaf and Hard of Hearing program assisted by CLIU Itinerant Teacher, Jennifer Horvath.

CORRESPONDENCE TO THE BOARD/CLIU UPDATE (continued)

CLIU Update

Dr. Eib provided an Update on the following:

- SITES, a CLIU partial hospitalization program, was found to be in full compliance with no findings during its recent audit;
- The CLIU Curriculum & Instruction department, in collaboration with the Special Programs and Services department, has rolled out one of PDE's initiatives entitled, *Student Learning Objectives* (SLO). All intermediate units are tasked to train our schools in implementing SLO's. SLO's are a process to document a measure of educator effectiveness based on student achievement of content standards. Great job done by both departments!
- CLIU is using a particular online curricular approach for students with special needs called *Unique Learning*. Each month the MDS/Functional classrooms come to the CLIU for a Community-Based Instruction (CBI) day which focuses on the Unique Learning System online curriculum that these classrooms utilize. Students gathered this month at CLIU to participate in a hands-on experience presented by the Wildlife Conservatory. The program, which consists of a sensory-oriented talk, educated students on small animals and their habitat. Small animals were brought in cages for the students to see, touch, hear, and smell. Pictures of the students' experience were also shared with the Board; and lastly,
- Dr. Eib will host and facilitate the annual Superintendents Leadership Conference in Hershey. Presenters/presentations for the conference have been arranged as follows: (1) Acting Secretary of Education, Carolyn Dumaesq; (2) Noelle Ellerson, Assistant Director of Policy Analysis and Advocacy for American Association of School Administrators, Washington D.C.; (3) John Audi, Esquire, from the firm of Sweet, Stevens, Katz & Williams, who will discuss the impact of the new Teacher Evaluation system; (4) Joe Rowley of Educational Impact; (5) Rob Mancabelli of Brightbytes; and (6) the CLIU 2014-2015 preliminary budget will be presented.

WELCOME TO NEW CLIU BOARD MEMBER

On behalf of the Board, Dr. Eib welcomed Mr. Walter Schulz, new CLIU Board member representing the Jim Thorpe Area School District, to the CLIU Board of Directors. Mr. Schulz was presented with the classic CLIU-embroidered denim shirt.

BOARD PRESENTATION

The World of Sign Language Interpreting at CLIU #21

Debbie Tice, Educational Interpreter; and Tushanna Flynn, Professional Interpreter, and brothers, Jacob & Ryan Parry, provided a very educational, enlightening, and energetic presentation regarding sign language interpreting at CLIU #21.

Debbie and Tushanna, actively summarized what an interpreter provides the students that we serve; whether it includes being the voice or ears for the students, they are constantly helping their students. An educational interpreter works as a team member, developing a liaison between the student and the teacher, to breakdown the language barrier between the hearing and non-hearing world. A big part of their job includes signing what is being taught in the classroom while assessing the student's comprehension of a particular subject.

Both Jacob and Ryan Parry were very polite young individuals who, along with Debbie and Tushanna, helped to educate the Board of the world in which they live.

AUDIENCE INPUT ON AGENDA

There was no Audience Input on the Agenda.

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 September 30, 2013 as presented.

Ratifying Payment of Bills—September 10 to October 13, 2013

Ratifying payment of bills from 9/10/13 to 10/13/13 in the amount of \$6,260,117.40.

Payment of Bills

Payment of bills for October, 2013 as listed: Bills for Approval – 10/21/13 - \$668,031.37.

Moved: Raymond J. Follweiler; Seconded: Darryl Schafer; Vote: Yes – 12; No – 0; Abstentions – 0; Absent – 1.

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):

Teri Sheaffer, Instructional Assistant, effective the close of business August 9, 2013.

Gina Spicknall-Cook, Contracted Behavioral Support and Contracted School Psychologist, effective the close of business September 16, 2013.

Mary Lou Harvan, Vehicle Assistant, effective the close of business September 20, 2013.

Erick Greenawalt, Therapeutic Staff Support Worker (BA), effective the close of business September 19, 2013.

Brittini Kholi, Therapeutic Staff Support Worker (BA), effective the close of business September 25, 2013.

Lenny Edi, Therapeutic Staff Support Worker (BA), effective the close of business October 21, 2013.

Allison Haberman, Teacher, effective the close of business October 22, 2013, or upon replacement.

Valerie Morton, Emergency Contracted Speech Therapist, effective the close of business September 26, 2013.

Michelle Hock, Substitute Teacher and Instructional Assistant, effective the close of business September 27, 2013.

Stacey Conway, Human Resources Specialist, effective the close of business October 30, 2013.

Retirement

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

Dorothy Solomon, Therapeutic Staff Support Worker (BA), effective the close of business October 31, 2013 (7 Years of Service).

Karen Holloway, Speech Therapist, effective the close of business December 20, 2013 (9 Years of Service).

Jane Neeb, Vehicle Driver/Vehicle Assistant, effective the close of business November 1, 2013 (13.5 Years of Service).

PERSONNEL MATTERS (continued)

Full-Time Employment

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

Allison Haberman, Early Intervention Facilitator, Central Office, at an annual salary of \$54,769 plus 19 days per diem, Step 8, Column M, prorated for the 210-day work year, effective October 22, 2013, or upon replacement of current position (Replacement for Jeanne McLean, Retired; Early Intervention Budget, Tenured).

Belinda Rusnock, Instructional Assistant, Harry S. Truman Elementary School, at an annual salary of \$16,300, prorated for the 191-day work year, effective October 22, 2013 or upon receipt of pending paperwork (IA Pool; To be billed to Northwestern School District).

Erin Rogers, Teacher, Good Shepherd Transitions, at an annual salary of \$55,811, Step 9, Column M, prorated for the 194-day work year, effective November 6, 2013 or upon receipt of pending paperwork (Replacement for Danielle Roland, Resigned; Special Education Budget; Non Tenured).

Cristy Bartzak, Instructional Assistant, Weisenberg Elementary School, at an annual salary of \$15,300, prorated for the 191-day work year, effective October 22, 2013 (IA Pool; Special Education Budget).

Tami Hunsicker, Instructional Assistant, Northwestern Middle School, at an annual salary of \$15,100, prorated for the 191-day work year, effective October 22, (IA Pool; To be billed to Northwestern School District).

Heather Rosado, Instructional Assistant, Harry S. Truman Elementary School, at an annual salary of \$16,300, prorated for the 191-day work year, effective October 22, 2013 or upon receipt of pending paperwork (IA Pool; To be billed to Lehigh Valley Academy).

Patricia Kuebler, Certified Occupational Therapy Assistant, Itinerant, at an annual salary of \$33,500, prorated for the 191-day work year, effective October 25 2013 or upon receipt of pending paperwork (Replacement for Kimberly Ziegenfus, Resigned; Special Education Budget).

Part-Time Employment

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

Laura Sauer, Instructional Assistant, Cumberland Gardens, at the hourly rate of \$11.50, effective October 22, 2013 (IA Pool; Early Intervention Budget).

Unpaid Leave

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

Denise Behler, Vehicle Driver/Vehicle Assistant, Medical Leave, without precedent, not provided for under the federal Family Medical Leave Act, beginning October 25, 2013 and ending on November 22, 2013 with a return to work date of November 25, 2013.

Change of Date—Unpaid Leave

Change of Date for an Unpaid Leave for the following person(s):

Joann Strohl, Instructional Assistant, Medical Leave, without precedent, not provided for under the federal Family Medical Leave Act, beginning September 12, 2013 with a change of end date from September 18, 2013 to October 31, 2013 with a return to work date of November 4, 2013.

Deborah Ciappa, Vehicle Driver/Vehicle Assistant, Medical Leave, without precedent, not provided for under the federal Family Medical Leave Act, beginning April 12, 2013 with a change of end date from June 7, 2013 to November 20, 2013 with a return to work date of November 21, 2013.

PERSONNEL MATTERS (continued)

Change of Date—Unpaid Leave (continued)

John Clyde, Mental Health Specialist, Medical Leave, without precedent, not provided for under the federal Family Medical Leave Act, beginning May 15, 2013 with a change of end date from September 13, 2013 to December 20, 2013 with a return to work date of January 2, 2014.

Edina Fisher, Vehicle Assistant, Medical Leave, without precedent, not provided for under the federal Family Medical Leave Act, beginning November 14, 2012 with a change of end date from June 13, 2013 to October 18, 2013 with a return to work date of October 21, 2013.

Karen Gursky, Vehicle Driver/Vehicle Assistant, Medical Leave, without precedent, not provided for under the federal Family Medical Leave Act, beginning March 18, 2013 with a change in end date from September 30, 2013 to December 10, 2013 with a return to work date of December 11, 2013.

Support Teacher

Payment per the CLEA contract, to the following support teacher(s) on September 30, 2014:

<u>Support Teacher(s)</u>	<u>Scholar(s)</u>
Karen Newton	Stephanie Santee
Nancy Kerestus	Ileen Yearick
Donna Hibshman	Courtney Seremula
Anne Marie Kinney	Helene Raymond

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 2013-2014 fiscal year, at the appropriate hourly rates, up to 29 hours per week:

James Steber, Jr.

Emergency Employment

Emergency employment of the following person(s) for the 2013-2014 fiscal year, up to 29 hours per week:

Barbara Dopera, Substitute Instructional Assistant, at the board approved rate, effective October 5, 2013.

Jane Neeb, Substitute Vehicle Driver/Vehicle Assistant, at the appropriate hourly rate, effective November 2, 2013.

Contracted Services

Contract with the following person(s) for the 2013-2014 fiscal year, up to 29 hours per week:

Damon Rex, Driver Education Teacher, at the rate of \$23 per hour, effective September 17, 2013.

John Conrad, Driver Education Teacher, at the rate of \$23 per hour, effective October 3, 2013.

Roobhenn Smith, Behavior Support, at the rate of \$20 per hour, effective October 2, 2013.

Christine Tretter, Behavior Support, at the rate of \$20 per hour, effective October 2, 2013.

Donna Halpin, CPI Instructor, at the appropriate hourly rate, effective October 7, 2013.

Substitutes

Approve the following substitutes for the 2013-2014 fiscal year, up to 29 hours per week:

PERSONNEL MATTERS (continued)

Substitutes (continued)

Substitute Teachers and Substitute Instructional Assistants

Mary Lou Harvan
MaryAnn Columbus

Substitute Educational Interpreter at the hourly rate of \$20

Kerri Smith

Provider 50 Personnel Pool

Provider 50 Personnel Pool, casual employment, on an as-needed basis, for the 2013-2014 fiscal year, at the board approved rates for the position(s) listed, up to 29 hours per week:

Heidi Freeman/Therapeutic Staff Support Worker (BA)
Lauryn Flamisch/Licensed Behavioral Specialist
Jennifer Cudzil/Therapeutic Staff Support Worker (BA)
Laura Sauer/Therapeutic Staff Support Worker (BA)
Cristy Bartzak/Therapeutic Staff Support Worker (AA)
Lindsey Horvath/Therapeutic Staff Support Worker (BA)
David Puello/Therapeutic Staff Support Worker (BA)
Jessica Geist/Therapeutic Staff Support Worker (BA)
Leah Beil/Mobile Therapist
Joan Thomas/Behavioral Specialist (Master's Level)/Mobile Therapist
Kerri Miller/Behavioral Specialist
James Steber, Jr./Behavioral Specialist (Master's Level)/Mobile Therapist
Jason West/Therapeutic Staff Support Worker (BA)

Summer Employment Pool Professional and Support Staff

Approve the lists of Summer Employment Pool Professional and Support Staff, on an as-needed basis, September 1, 2013 to August 31, 2014 at the appropriate hourly/daily rate or board approved rate, up to 29 hours per week:

2013-2014 Summer Employment Professional Staff

Joan Adducie	Toomey Anderson
Lisa Bartel	Elizabeth Bartolucci
Cynthia Bays	Kara Bellis
Richele Bergdahl	Lori Bonner
Jonathan Borden	Angela Breidinger
James Buss	Chad Campbell
Lenore Chippi	Kimberly Clinchy
Donna Corrocher	Ashley Cory
Ean Costenbader	Jodi Cox
Jennifer Cudzil	Robin Cunningham
Margery Dech	Gail Delillo
Colin Derrico	Evelyn Deschamps
Rachel Diehl	Ledonne Dieter
Susan Difluri	Lynn Digiacomo
Joseph Doster	Karen Dunbar
Patricia Eckert	John Edelman
Karen Famularo	Jamie Fedor
Jessica Fey	Daniel Fisher
Julie Friedrich	Lois Fritz Stirba
Shannon Frycklund	Susan Gair Luciano
Bethann Garcia	Adria Geiger
Jennifer Glendenmeyer	Lea Graeffe
Margaret Grant	Amber Graziano
Marguerite Griffing Johnson	Jeremy Haloskie
Donna Halpin	Karen Heiland
Dorothy Hess	Karen Holloway
Jennifer Horvath	Rosemary Houck
Mary Beth Huber	Beverley Jones

PERSONNEL MATTERS (continued)

Summer Employment Pool Professional and Support Staff (continued)

2013-2014 Summer Employment Professional Staff (continued)

Sally Kattner	Dara Kelly
Nancy Kerestus	Traci Kinney
Ann Kinney	Allison Kleckner
Carley Knappenberger	Vince Knecht
Melinda Kraky	Karen Kuhn
Melissa Larusso	Rosina Liggitt
Lisa Longenbach	Elizabeth Longmire
Patricia Lorkowski	Jayne Luca
Beverly Lukashewski	Judith Madea
Lee Mary Hallock	Judy Mayer
David McClellan	Michael McMullen
Bethann Molinari	Jesse Moser
Marlene Moser	Eamon Murray
Amanda Nagy	Lori Nicholas
Patricia Ninos	Jenna Notareschi
Sheila Parnell	Almenda Phillips
Tracy Poremba	Noel Powell
Brandon Pugh	Helene Raymond
Jessica Redline	Kimberly Rentschler
Peter Rile	Jamie Rockwell
Danielle Roland	Emily Sanders
Lori Sauerzopf	Concetta Schultz
Jane Seng	Michael Sharkazy
Vicki Skinner	Roobhenn Smith
Amy Snyder	Lacey Snyder
Karen Stancick	Mary Jean Stankoski
James Steber, Jr.	Patricia Stoneback
Marc Strackbein	Ashley Swerdon
Heather Szoke	Lorie Tavella
Kristine Thornburg	Wendy Tolan
Julie Tonnies	Terri Trotter
Katherine Tully	Laura Undercuffler
Susan Vanic	Tammy Weaver
Katie Weidner	Lynette Wendling
Timothy Whalen	Holly Yon
Andre Young	Kristina Young
Sherri Zeilinger	Michelle Zerpa
Ashley Ziegler	

2013-2014 Summer Employment Support Staff

Joyce Adam	Tracy Antrim
Brenda Barry	Andrea Bastian
Tina Becker	Jeanette Binder
Lynne Blackman	Brenda Breiner
Heidi Buss	Ray Choley
Denise Christman	Eileen Cleaver
Shelley Daniels	Donna Decesaris
Samantha Decesaris	Christine Delong
Susan Dengler	Linda Detwiler
Christine Devitt	Deborah Dieter
Anthony Dimitrion	Marianne Dorsey
Ashley Dotterer	Diane Dotterer
Candy Everett	Kathy Everleth
Nancy Fenstermaker	Tawney Frantz
Elizabeth Frantz	Rita Frey
Kelly Gaston	Carolyn Geiger
Diane George	Naomi Gilbert
James Gilson	Robert Giordano
Tracey Grim	Maureen Gurka

PERSONNEL MATTERS (continued)

Summer Employment Pool Professional and Support Staff (continued)

2013-2014 Summer Employment Support Staff (continued)

Patricia Haberle	Lynne Haldeman
Nicole Harada	Brooke Hartranft
Nadine Hausman	Debra Heinly
Ines Heuser	Kelly Hoban
Ursula Hoffman	Barbara Hope
Christine Jones	Donna Keim
Bonnie Keller	Linda Kelly
Paula Koons	Matthew Krempasky
Michelle Labar	Patti Lane
Joan Lang	Courtney Leiby
Theresa Lenner	Tina Lilly
Kris Maiella	Barbara Marinkovits
Rachel Marsh	Margaret Mazur
Jeanne McNeill	Tammy Meckes
Stephanie Messinger	Monica Miller
Nicole Muhleisen	Linda Murphy
Mikayla Ninos	Erica Olson
George Orwig	Christine Oswald
Brianna Oswald	Susan Pammer
Melissa Pantella	Debra Parliman
Samantha Parsons	John Pelliciotta
Ann Pergosky	Emily Price
Trina Pruzinsky	Jody Remaley
Joanne Richards	Michael Rile
Lauren Rompilla	Denise Roncolato
Iraida Rosfelder	Rebecca Schattner
Debra Schirmacher	Courtney Seremula
Adam Smith	Kathy Soldridge
Sandra Sosnowsky	Karen Stoitsits
Felecia Strauch	Sarah Sullivan
Carol Swartz	Laura Tatusko
Steven Vigilanti	Ann Waibel
Ann Wells	Karen Wetzel
Stephanie Whary	Kathleen Zellner

Moved: Penny Hahn; Seconded: Mary Ziegler; Vote: Yes – 11; No – 0; Abstentions – Wayne Wentz; Absent – 1.

APPROVAL OF CLIU #21 ADMINISTRATIVE PERSONNEL ORGANIZATIONAL CHART

- MOTION: The Carbon Lehigh Intermediate Unit Board of Directors approves the proposed Carbon Lehigh Intermediate Unit #21 Administrative Personnel Organizational Chart as filed with the Official Minutes. Moved: Wayne Wentz; Seconded: Francee Fuller; Vote: Yes – 12; No – 0; Abstentions – 0; Absent – 1.

STAFF RECOGNITION--AMERICAN EDUCATION WEEK-NOVEMBER 18-22, 2013

- MOTION: The Carbon Lehigh Intermediate Unit Board of Directors approves the following resolution:

BE IT RESOLVED, on this 21st day of October, 2013, that the Carbon Lehigh Intermediate Unit Board of Directors recognizes the dedication and hard work of all Carbon Lehigh Intermediate Unit staff members on the occasion of the 92nd American Education Week, November 18-22, 2013, *Great Public Schools for Every Student*. Thanks to all for their efforts with the children of Carbon and Lehigh Counties.

Moved: Dorothy Mohr; Seconded: Debra Lamb; Vote: Yes – 12; No – 0; Abstentions – 0; Absent – 1.

UNFINISHED BUSINESS

There was no Unfinished Business discussed.

NEW BUSINESS

The first reading of Board Policies #821, Acceptable Use of CLIU Electronic Equipment, and #4001, Definition of CLIU Support Staff, was accomplished. These Board Policies will be brought before the Board at the November meeting for a second reading and to adopt as policy.

BOARD SHARING

There was no information shared by the Board at this time.

LEGISLATIVE UPDATE

President Bold reported that PSBA has rolled out a new electronic publication entitled, *Daily Edition*.

EXECUTIVE SESSION

An Executive Session was held following the adjournment of the Board meeting to discuss personnel matters.

ADJOURNMENT

- MOTION: The Carbon Lehigh Intermediate Unit Board of Directors meeting adjourned at 7:45 p.m. Moved: John Toft, Jr.; Seconded: Mary Ziegler; Vote: Yes – 12; No – 0; Abstentions – 0; Absent – 1.

Respectfully submitted,



(Mrs.) Diane L. Carfara
Board Secretary

NEXT MEETING

MONDAY, NOVEMBER 18, 2013

**Carbon Lehigh Intermediate Unit
4210 Independence Drive
Schnecksville, PA 18078**

7:00 P.M. – Regular Board Meeting – CLIU Board Room
