

MINUTES

CARBON LEHIGH INTERMEDIATE UNIT
BOARD OF DIRECTORS

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

MONDAY, MARCH 17, 2014

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

Meeting No. 530

CALL TO ORDER

President Robert Bold called the five hundredth and thirtieth 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 the call to order.

ATTENDANCE

Board Members in Attendance: Debra Lamb, Penny Hahn, Francee Fuller, Wayne Wentz, Darryl Schafer, Clarence Myers, Anthony DeMarco, Robert E. Bold, Mary Ziegler, Kathleen Parsons, Gerard Grega, and Owen Eberhart, Jr. Board Members Absent: Walter Schulz and Raymond J. Follweiler, Jr. Staff: Michele Borland, Diane L. Carfara, Tee Decker, Dr. Elaine E. Eib, Philip Fiore, Dr. Charlotte Golden, Melissa Johnson, Andrew Lechman, Deborah Popson, Erin Rogers, Kim Talipan, and Kris Thornburg. Also in attendance were: Ellis Katz, Esq., Solicitor; and Students/Parents, Project SEARCH presentation: Chris and Elizabeth Seminara; Jolynne Rackus and Lee and John Rackus; and Matt and Stephen Chorney.

APPROVAL OF THE JANUARY 29, 2014 CLIU BOARD OF DIRECTORS MEETING MINUTES

- MOTION: The Carbon Lehigh Intermediate Unit Board of Directors approves the minutes of the March 29, 2014 meeting rescinding the following Personnel Matter as follows:

Rescind the Part-Time Employment, up to 29 hours per week, of Michelle Rehrig, Vehicle Driver/Vehicle Assistant, at the hourly rate of \$9.35 Vehicle Assistant, \$12.82 Van Driver, \$13.61 Mini – Bus Driver, and \$14.04 Bus Driver, effective January 17, 2014 (Transportation Pool; Transportation Budget).

Moved: Anthony DeMarco; Seconded: Francee Fuller; Vote: Yes – 12; No – 0; Abstentions – 0; Absent – 2.

BOARD PRESIDENT'S REPORT

President Bold announced that an Executive Session will be held prior to the Adjournment of the meeting to discuss personnel matters.

Also, Mr. Bold encouraged Board members to participate in the 21st Annual Carbon Lehigh Special Needs Children's Foundation Golf Tournament scheduled for Tuesday, June 17, 2014.

CORRESPONDENCE TO THE BOARD/CLIU UPDATE

Board Correspondence

Dr. Eib summarized the following Board Correspondence:

- A thank you card was received from the Hodge family thanking the Carbon Lehigh Special Needs Children's Foundation for their generous gift given to them during the holiday season;

CORRESPONDENCE TO THE BOARD/CLIU UPDATE (continued)

Board Correspondence (continued)

- Two letters were received from the Second Harvest Food Bank thanking CLIU for their contributions. Second Harvest received 300 pounds of food, along with a cash donation, all contributed by CLIU Central Office Staff members;
- Belinda Miller, Director of Special Education from the Allentown School District, sent an email to Molly Flood, CLIU Assistant Director of Special Programs and Services. Ms. Miller was appreciative of CLIU's participation at their recent Paraprofessional Academy, a professional development event;
- An email was sent by Uldis Vilcins, CLIU Director of Transportation, to the entire CLIU Transportation staff. This winter was very challenging; and on numerous occasions, especially on February 19th, the entire staff showed their expertise in handling the day's events. Dr. Eib thanked the Transportation staff for their expertise and navigation through very difficult situations while transporting our students;
- An email was sent to Lisa Schumacher, CLIU Supervisor, from Kenneth Mead, Director at Lehigh Valley Hospital who works with our Transitions Program. Lisa offered the services of Donna Hibshman, CLIU Educational Consultant, who currently mentors the new teacher in this program;
- The Jewish Day School thanked Julie Borden, CLIU Reading Specialist, for her coordination of their Dr. Seuss Day;
- A thank you was sent from Donna Viglianti, Director of Special Education, Whitehall-Coplay School District, to all CLIU Supervisors for the services they provided during the district's special education compliance monitoring;
- Each Board member received their district's Distinct Child Count information for the months of February and March 2014 at their place this evening; and lastly,
- A "Save the Date" postcard for the June 17, 2014 Carbon Lehigh Special Needs Children's Foundation Golf Tournament was distributed. This annual event will be held at the Olde Homestead Golf Club in New Tripoli. The proceeds of the tourney support special needs children in recreational and educational activities.

CLIU Update

The following was reported by Dr. Eib:

- A Joint Superintendents Advisory Council meeting was held on March 13th with Superintendents from Colonial IU #20 and Carbon Lehigh IU #21. Twelve legislators and/or aides from the Carbon, Lehigh, Monroe, and Pike Counties were in attendance. Discussion ensued around special education funding and charter school legislation;
- CLIU Leadership Team meetings are held quarterly, with the most recent one being held on March 11, 2014. Leadership meetings are an opportunity for Dr. Eib to provide professional development to CLIU administrators. This meeting held on the 11th focused on the entire evaluation process; and
- A thank you was publicly reiterated by Dr. Eib to the CLIU Administration for their leadership during her leave, with special kudos given to Kim Talipan.

STUDENT PRESENTATION – PROJECT SEARCH

Project SEARCH is a program for students in their last year of high school that will be transitioning from school to adult life. Melissa Johnson, Supervisor, Special Education, along with Kris Thornburg and Erin Rogers, Teachers/Program Instructors, provided an overview of the program. Ms. Johnson noted that the main goal/purpose of the program is for student interns to become competitively employed as adults. Each of the student interns are immersed within a business at either Cedarbrook or Good Shepherd. The interns day begins with office time to learn "soft skills" i.e., punctuality, developing resumes and interview skills, problem-solving, to name just a few. The remaining part of their day allows the intern to be absorbed in three, 11-week business rotations throughout the year. Each student has a business employee mentor within the business in which they work side-by-side. A CLIU Job Coach and Instructor also support the student intern.

STUDENT PRESENTATION – PROJECT SEARCH (continued)

Other student intern responsibilities include utilizing public transportation, completing chosen rotations, maintaining a professional appearance, increasing independence, and learning how to actively participate in team meetings and office instruction.

Parents of the student interns also have to make that shift in thinking from school vs. business, encourage self-advocacy, attend team meetings, and learn to push past their comfort levels in order to give the students adult responsibilities. The program also encourages parents to educate themselves with different agencies aiding their children to become more successful in their after-school life, i.e., OVR, OID, LANta, and SSI.

Student interns, Christopher Seminara and Matt Chorney, Parkland; and Jolynne Rackus, Whitehall-Coplay School District, shared their on-the-job responsibilities and experiences within the Project SEARCH program. Each of the students did a wonderful job of sharing their experiences with the Board. The proud parents of these children were very pleased with their progress and growth; they are glad that they had the opportunity to be a part of this program.

The Board was very enlightened and appreciated the students' presentation!

FACILITIES PLAN PRESENTATION

Deb Popson provided a presentation to the Board of the CLIU program locations and needs as proposed in the 2014-2015 Facilities Plan Committee Report and Recommendations with the Board. Ms. Popson thanked and recognized the Directors from each of the districts that worked on this Facilities Plan. Action on this report will be taken to approve these recommendations later in the meeting. Per a request, a list of CLIU and district-wide program locations will be shared with each Board member.

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 months ended January 31, 2014 and February 28, 2014 as presented.

Ratifying Payment of Bills—January 21, 2014 to March 9, 2014

Ratifying payment of bills from 1/21/14 to 3/9/14 in the amount of \$9,106,778.45.

Payment of Bills

Payment of bills for March 17, 2014 as listed: Bills for Approval – 03/17/14 - \$1,896,784.73.

Permission to Bid

Permission to bid for two (2), 8 to 48-Passenger Gas Buses w/Wheelchair Lift, to be delivered by June 30, 2014.

Moved: Mary Ziegler; Seconded: Wayne Wentz; Vote: Yes – 12; 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):

Holly Beiler, Speech Therapist, effective the close of business March 3, 2014.

Tara Kane, Instructional Assistant, effective the close of business February 7, 2014.

PERSONNEL MATTERS (continued)

Resignations (continued)

Nancy Gieniec, Substitute Instructional Assistant, effective the close of business March 17, 2014.

Lauren Bochicchio, Instructional Assistant, effective the close of business February 28, 2014.

Stephanie Whary, Substitute Instructional Assistant, effective the close of business March 2, 2014.

Maureen Sangiorgio, Substitute Teacher and Instructional Assistant, effective the close of business March 3, 2014.

Courtney Krempasky, Teacher, effective the close of business May 15, 2014.

Elizabeth Kate Gosselin, Reading Specialist, effective the close of business March 18, 2014.

Laura Gross, Mental Health Worker, effective the close of business March 17, 2014.

Christine Sutter, Instructional Assistant, effective the close of business March 17, 2014.

Retirement

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

Myrna Davis-Francois, Teacher and Homebound Instruction and Instruction in the Home-Professional, effective the close of business June 19, 2014 or the last day of the 2013-2014 work year (12.5 Years of Service).

Kathy Buckley, Speech Therapist, effective the close of business June 23, 2014 or the last day of the 2013-2014 work year (23.5 Years of Service).

Mary Lou Pribic, Educational Audiologist and Homebound Instruction and Instruction in the Home-Professional, effective the close of business June 20, 2014 or the last day of the 2013-2014 work year (13.5 Years of Service).

Position Transfers

Position transfer of the following persons:

Katherine Tully, Teacher, Special Education position transfer to Teacher, Hearing Impaired, prorated for the 191-work day year, effective February 3, 2014 (Replacement for Lynn DiGiacomo, Transferred, Special Education Budget).

Ralph Todd Breinich, Emotional Support Interventionist position transfer to Project Manager-Emotional Support Interventionist, prorated for the 191-work day year, effective January 29, 2014 to June 30, 2017(New Position, SSHS Grant)

Full-Time Employment

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

Stephanie Whary, Instructional Assistant, Springhouse Middle School, at an annual salary of \$14,100, prorated for the 191-day work year, effective March 3, 2014 (IA Pool; To be billed to: East Penn School District)

Beth Serrano, Teacher, Lehigh Learning Achievement School, at an annual salary of \$49,010, Step 4, Column M, prorated for the 194-day work year, effective April 11, 2014 or upon receipt of pending paperwork and release from current employer (Replacement for Kimberly Rentschler, Transferred; Special Education Budget; Tenured).

PERSONNEL MATTERS (continued)

Full-Time Employment (continued)

Rosemary Lamparella, Teacher, Allentown Center Learning Achievement School, at an annual salary of \$43,611, Step 1, Column B12, prorated for the 194-day work year, effective February 24, 2014 (Replacement for Katherine Tully, Transferred; Special Education Budget; Non-Tenured).

Dima Hanna, Instructional Assistant, Kratzer Elementary School, at an annual salary of \$14,000, prorated for the 191-day work year, effective March 18, 2014 or upon receipt of pending paperwork (IA Pool; Special Education Budget).

Melissa Kulp, Instructional Assistant, Lehigh Career and Technical Institute, at an annual salary of \$14,100, prorated for the 191-day work year, effective March 24, 2014 or upon receipt of pending paperwork (IA Pool; Special Education Budget).

Adam Remaley, Instructional Assistant, Lehigh Learning Achievement School, at an annual salary of \$14,000, prorated for the 191-day work year, effective March 18, 2014 or upon receipt of pending paperwork (IA Pool; Special Education Budget).

Cara Keating, Mental Health Worker, Lehigh Learning Achievement School, at an annual salary of \$37,500, prorated for the 195-day work year, effective March 31, 2014 or upon receipt of pending paperwork (Replacement for Laura Gross, Resigned; Provider 33 Budget).

Christine Sutter, Instructional Assistant, Francis H. Sheckler Elementary School, at an annual salary of \$14,900, prorated for the 191-day work year, effective March 18, 2014 (IA Pool; Special Education Budget).

Laura Gross, Mental Health Specialist, Allentown Center Learning Achievement School, at an annual salary of \$43,200, prorated for the 195-day work year, effective March 18, 2014 (Replacement for Shaun Flynn, Resigned; Provider 33 Budget).

Part-Time Employment

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

Brenda Christman, Vehicle Driver/Vehicle Assistant, at the hourly rate of \$9.35/Vehicle Assistant and \$12.82/Van Driver, effective February 19, 2014 (Transportation Pool; Transportation Budget).

Nancy Gieniec, Instructional Assistant, Coaldale Early Childhood Center, at the hourly rate of \$10.75, effective March 18, 2014 (IA Pool; Early Intervention Budget).

John Zarkoski, Vehicle Driver/Vehicle Assistant, at the hourly rate of \$9.35/Vehicle Assistant and \$12.82/Van Driver, effective February 26, 2014 (Transportation Pool; Transportation Budget).

Unpaid Leave

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

Earl Reabold, Vehicle Assistant, Medical Leave, without precedent, not provided for under the federal Family Medical Leave Act, beginning March 4, 2014 and ending on May 1, 2014 with a return to work date of May 2, 2014.

Darlene Bellis, Vehicle Driver/Vehicle Assistant, Medical Leave, without precedent, not provided for under the federal Family Medical Leave Act, beginning February 20, 2014 and ending on March 14, 2014 with a return to work date of March 17, 2014.

Shelley Melber, Instructional Assistant, Family Illness Leave, without precedent, not provided for under the federal Family Medical Leave Act, beginning February 13, 2014 and ending on March 31, 2014 with a return to work date of April 1, 2014.

PERSONNEL MATTERS (continued)

Change of Date—Unpaid Leave

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

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 of end date from December 10, 2013 to March 24, 2014 with a return to work date of March 25, 2014.

Additional Days

Approve five additional days for the following person(s) for the 2013-2014 fiscal year, at the appropriate rate, effective June 1, 2014 (IDEA Budget):

Donna Hibshman
Karen Newton
Donna Halpin
Theresa Geisel
Wendy Smith
Natalie Krebs
Danielle Argot

Emergency Employment

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

Kathy Buckley, Contracted Speech Therapist, at the rate of \$50/hour, effective June 24, 2014.

Contracted Services

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

Christopher Craig, Behavioral Support, at the rate of \$20 per hour, effective February 4, 2014.

Holly Beiler, Speech Therapist, at the rate of \$50 per hour, effective March 4, 2014.

Substitutes

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

Substitute Teacher and Instructional Assistant

Courtney Krempasky

Substitute Instructional Assistant

Christine Baldassano

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:

Ashley Swerdon/Therapeutic Staff Support Worker (BA)
LeDonne Volz-Wagstaff/Behavioral Specialist/Mobile Therapist
Samantha Stanton/Therapeutic Staff Support Worker (BA)
Bilkis Hashim/Therapeutic Staff Support Worker (BA)
Stacey Lorah/Therapeutic Staff Support Worker (BA)
Kate Zuber/Therapeutic Staff Support Worker (BA)
Sharon Snyder/Therapeutic Staff Support Worker (BA)

Summer Employment Pool Professional Staff

Summer Employment Professional Personnel Pool, 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:

PERSONNEL MATTERS (continued)

Summer Employment Pool Professional Staff (continued)

David Fink
Kerrie Hoffman
Corrine Durange
Amy Barthol
Bradford Sell
Donald Rehrig

Summer Employment Pool Support Staff

Summer Employment Support Personnel Pool, 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:

Kari Hartman
Tami Hunsicker

Moved: Penny Hahn; Seconded: Debra Lamb; Vote: Yes – 12; No – 0; Abstentions – 0; Absent – 2.

APPROVAL OF 2014-2015 SPECIAL EDUCATION FACILITIES PLAN COMMITTEE REPORT

- MOTION: The Carbon Lehigh Intermediate Unit Board of Directors approves the 2014-2015 Facilities Plan Committee Report as adopted by the CLIU Facilities Plan Committee on February 25, 2014 as filed with Related Materials. 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: Darryl Schafer; Vote: Yes – 12; No – 0; Abstentions – 0; Absent – 2.

APPROVAL OF CARBON LEHIGH INTERMEDIATE UNIT #21 COMPREHENSIVE PLAN

- MOTION: The Carbon Lehigh Intermediate Unit Board of Directors approves the CLIU #21 Comprehensive Plan from July 1, 2014 through June 30, 2017, as presented. Moved: Clarence Myers; Seconded: Kathleen Parsons; Vote: Yes – 12; No – 0; Abstentions – 0; Absent – 2.

APPROVAL OF 2014-2015 CLIU PROGRAM CALENDARS

- MOTION: The Carbon Lehigh Intermediate Unit Board of Directors adopts the following CLIU Program Calendars for 2014-2015 as presented:

Youth Forestry Camp #2
Youth Services ACT Programs, Jim Thorpe and Wind Gap

Moved: Clarence Myers; Seconded: Kathleen Parsons; Vote: Yes – 12; No – 0; Abstentions – 0; Absent – 2.

APPROVAL OF CLIU YOUTH FORESTRY CAMP #2 SCHOOL OPERATIONS AND JOINT POLICIES AND PROCEDURES MANUAL

- MOTION: The Carbon Lehigh Intermediate Unit Board of Directors approves the CLIU Youth Forestry Camp #2 School Operations and Joint Policies and Procedures Manual as presented. Moved: Clarence Myers; Seconded: Kathleen Parsons; Vote: Yes – 12; No – 0; Abstentions – 0; Absent – 2.

COORDINATORS OF EFFORT TO COMPLY WITH TITLE IX AND ADA REGULATIONS—2013-2014 SCHOOL YEAR

- MOTION: The Carbon Lehigh Intermediate Unit Board of Directors designates Michele Borland, Director of Human Resources, as the Coordinator of Title IX and ADA, for the 2013-2014 school year. Moved: Clarence Myers; Seconded: Kathleen Parsons; Vote: Yes – 12; No – 0; Abstentions – 0; Absent – 2.

APPROVAL TO ENTER INTO AN INDEPENDENT CONTRACT FOR THE 2013-2014 FISCAL YEAR

- MOTION: The Carbon Lehigh Intermediate Unit Board of Directors grants permission to enter into an Independent Contract with Dr. Kenneth Kindya, Consulting Licensed Psychologist for Behavioral Health, for the 2013-2014 fiscal year, effective upon execution of Independent Contractor Agreement, at the following rates:

(a)	Per evaluation	\$190
(b)	Per hour of supervision	\$ 80
(c)	Per addendum to evaluation	\$ 25

Moved: Clarence Myers; Seconded: Kathleen Parsons; Vote: Yes – 12; No – 0; Abstentions – 0; Absent – 2.

UNFINISHED BUSINESS

There was no Unfinished Business discussed.

NEW BUSINESS

There was no New Business discussed.

BOARD SHARING

The following information was shared by the Board:

- Wayne Wentz, CLIU Board member representing the Lehigh Area School District, noted that the district continues to have the position of Business Manager available. Anyone with information on possible candidates for this position should share such with Mr. Wentz; and
- Board members were reminded that the next Board meeting will be held on Wednesday, April 30, 2014.

LEGISLATIVE UPDATE

Legislative topics shared by Mr. Bold included pension, state budget, charter schools, and property tax reform. Please continue to read PSBA's Daily Edition and Mr. Bold's Daily Blough.

EXECUTIVE SESSION

An Executive Session began at 7:50 p.m. to discuss personnel matters.

The Board Meeting reconvened at 8:00 p.m.

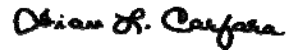
PERSONNEL MATTERS—ZELLERS SETTLEMENT

- MOTION: The Carbon Lehigh Intermediate Unit Board of Directors approves the settlement with George Zellers as discussed and filed with the Official Minutes. Moved: Mary Ziegler; Seconded: Penny Hahn; Roll Call Vote: Yes – Debra Lamb, Penny Hahn, Francee Fuller, Wayne Wentz, Darryl Schafer, Clarence Myers, Anthony DeMarco, Robert Bold, Mary Ziegler, Kathleen Parsons; No – Gerard Grega; Abstentions – Owen Eberhart; Absent – Walter Schulz and Raymond J. Follweiler, Jr. Motion carried.

ADJOURNMENT

- MOTION: The Carbon Lehigh Intermediate Unit Board of Directors meeting adjourned at 8:02 p.m. Moved: Anthony DeMarco; Seconded: Penny Hahn; Vote: Yes – 12; No – 0; Abstentions – 0; Absent – 2.

Respectfully submitted,



(Mrs.) Diane L. Carfara
Board Secretary

NEXT MEETING

WEDNESDAY, APRIL 30, 2014

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

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