

MINUTES
CARBON LEHIGH INTERMEDIATE UNIT
BOARD OF DIRECTORS

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

MONDAY, JULY 21, 2014

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

Meeting No. 534

CALL TO ORDER

President Robert Bold called the five hundredth and thirty-fourth 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, Walter Schulz, Raymond Follweiler, Jr., Darryl Schafer, Clarence Myers, Robert E. Bold, Mary Ziegler, Kathleen Parsons, and Owen Eberhart, Jr. Board Members Absent: Wayne Wentz, Anthony DeMarco, and Gerard Grega. Staff: Michele Borland, Diane L. Carfara, Dr. Elaine E. Eib, Philip Fiore, Dr. Charlotte Golden, Jordan Gruber, Melissa Johnson, Andrew Lechman, Deborah Popson, Lisa Schumacher, Kim Talipan, and Uldis Vilcins. Also in attendance was: Rebecca Macasevich, Project SEARCH graduate, and her parents and grandparents respectively, Susan and George Macasevich and Florence and George S. Macasevich; and Ellis Katz, Esq., Solicitor.

APPROVAL OF THE JUNE 16, 2014 CLIU BOARD OF DIRECTORS MEETING MINUTES

- MOTION: The Carbon Lehigh Intermediate Unit Board of Directors approves the minutes of the June 16, 2014 meeting as presented. Moved: Debra Lamb; Seconded: Mary Ziegler; Vote: Yes – 11; No – 0; Abstentions – 0; Absent – 3.

BOARD PRESIDENT'S REPORT

Mr. Bold noted that he recently signed the contract between the CLIU #21 and the Carbon Lehigh Education Association as approved by the CLIU Board in June. A copy of this contract was shared with each Board member.

The 2014 PASA-PSBA School Leadership Conference is being held from October 21-24, 2014. President Bold has chosen to attend the conference and represent the CLIU Board of Directors as its voting delegate at the Assembly on October 21, 2014. Board members are to contact Mr. Bold if they are interested in attending the conference and representing the CLIU Board as its voting delegate, in place of Mr. Bold, as soon as possible.

Mr. Bold shared that the Parkland School Board of Directors held its Board meeting at CLIU on Tuesday, July 15th. The Parkland Board and Administration were enlightened by CLIU's Project SEARCH presentation.

CORRESPONDENCE TO THE BOARD/CLIU UPDATE

Board Correspondence

Dr. Eib shared the following Board Correspondence with the Board:

- A very nice article was featured in the Morning Call on CLIU's Project SEARCH graduation ceremony held at Cedarbrook on June 13th;

CORRESPONDENCE TO THE BOARD/CLIU UPDATE (continued)

Board Correspondence (continued)

- An email sent to Deb Popson from Northwestern Lehigh commending Nicole Borland, CLIU Supervisor of Auxiliary Services, for her fine presentation given to their Board on the Youth Forestry Camp; and lastly,
- Another article was featured in the Morning Call in its July 9th edition noting that CLIU was recently named as a recipient of a *Creating Health School Environment* grant from the Highmark Foundation in the amount of \$5,000. The purpose of this Grant is to develop a program to promote health and wellness for students with disabilities.

CLIU Update

Dr. Eib provided the following update on CLIU happenings:

- The signing of the CLEA contract took place on Thursday, July 17th. Thanks were given to the negotiations team of Kim Talipan, Mary Ziegler, Penny Hahn, and Darryl Schafer, along with Deb Popson, Tee Decker, and Andy Lechman for their hard work;
- The Carbon Lehigh Special Needs Golf Tournament held on June 17th was a success, reaping a profit of \$4,642.85! A total of 54 golfers were registered; and
- CLIU Opening In-service programs will be held next month as follows: Transportation on August 14 at the Lehigh Area High School; and for the CLIU as a whole, on Tuesday, August 19 at Parkland High School.

MEDALS 4 METTLE PROGRAM PRESENTATION

Maia Geiger, CLIU Social Worker, provided a presentation on the Medals 4 Mettle (M4M) program, in which she is a volunteer. M4M is a non-profit organization founded in 2005. The program facilitates the gifting of marathon, half marathon, and triathlon finishers' medals from runners to children and adults dealing with chronic or debilitating illnesses and who have demonstrated courage in bravely facing these challenges. Maia, a runner herself, shared that she has distributed 20 of these donated medals to deserving children, sharing just a few of their faces and stories with the Board. The medal ceremonies are a wonderful experience for both the student receiving the medal, as well as for their parents. Individuals interested in referring students for a medal or making a medal donation may contact Maia at maia.geiger@medals4mettle.org.

OVERVIEW OF CLIU GRADUATIONS AND PROJECT SEARCH VIDEO

Deb Popson, Director, Special Programs and Services, provided an overview of the major CLIU 2014 graduation ceremonies held as follows:

- Enhanced Autism program from Palmerton was held on June 4th for 1 graduate;
- ACLAS/CLAS/LLAS program was held on June 6th for 10 graduates;
- Parkland High School MDS class program was held on June 10th for 4 graduates; and
- The Project SEARCH program was held on June 13th graduating a combined total of 15 students from Good Shepherd and Cedarbrook.

Ms. Popson also noted the beautiful poster board displays, that highlighted each of the graduation ceremonies, were on display for all to enjoy.

Following Ms. Popson's overview, Melissa Johnson, CLIU Supervisor of the Project SEARCH program, shared a very touching video of this year's Project SEARCH graduates. Melissa also highlighted this year's students' success in procuring employment.

On hand at the Board meeting was Project SEARCH graduate, Becky Macasevich. Becky enjoyed the program and briefly shared her experiences. Becky's father, George, thanked the Board for having provided Becky with the opportunity to be involved in this program.

AUDIENCE INPUT ON AGENDA

There was no Audience Input on the Agenda at this time.

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 June 30, 2014 as presented.

Ratifying Payment of Bills

Ratify the following payment of bills as follows:

June 9, 2014 through June 30, 2014 in the amount of \$4,608,204.93 and
July 1, 2014 through July 13, 2014 in the amount of \$1,577,917.57.

Payment of Bills

Payment of bills for July 21, 2014 as listed: Bills for Approval – 7/21/14 - \$1,651,092.33.

Moved: Penny Hahn; Seconded: Walter Schulz; 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):

Donna Mehl, Therapeutic Staff Support Worker (BA), effective the close of business June 5, 2014.

Stacey Lorah, Therapeutic Staff Support Worker (BA), effective the close of business June 24, 2014.

Randy Rice, Emergency Employment, School Psychologist, effective the close of business June 18, 2014.

Migdalia Roman, Social Worker, effective the close of business July 7, 2014.

Gary Bottjer, Mental Health Worker, effective the close of business July 13, 2014.

Ann Kowalick, Secretary, effective the close of business July 13, 2014.

Nicholas Weschler, Mental Health Worker, effective the close of business July 13, 2014.

Selene Polaha, Teacher, effective the close of business June 20, 2014.

Retirement

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

Bonnie Glose, Behavioral Support Consultant and Therapeutic Staff Support Worker (BA)/Behavioral Specialist/Mobile Therapist, effective the close of business September 5, 2014 (12 Years of Service).

New Job Classification

Approve the following new job classification:

One (1) Full-time Head Mechanic.

Change of Hours

Approve the change of hours for the following Reading Specialists, at the appropriate hourly rate, up to 29 hours per week (previously approved for up to 175 days per year):

PERSONNEL MATTERS (continued)

Change of Hours (continued)

Helene Raymond
Rosemary Houck
Karen Heiland
Kerrie Longacre
Kimberly Clinchy
Jessie Moser
Melissa Larusso
Ann Kinney
Julie Borden

Furlough

Furlough the following person(s):

Kathy Everleth, Certified Occupational Therapy Assistant, effective the close of business August 15, 2014.

Patricia Haberle, Certified Occupational Therapy Assistant, effective the close of business August 15, 2014.

Patti Lane, Physical Therapy Assistant, effective the close of business August 15, 2014.

Theresa Lenner, Physical Therapy Assistant, effective the close of business August 15, 2014.

Donna Blazosky, Physical Therapy Assistant, effective the close of business August 15, 2014.

Nicole Harada, Certified Occupational Therapy Assistant, effective the close of business August 15, 2014.

Position Transfers

Position transfer of the following persons:

Karen Kuhn, Reading Specialist, Full-time, Camp Adams, position transfer to Reading Specialist, Part-time, Itinerant, in accordance with 2014-2015 salary schedule, at the hourly rate of \$46.58, Step 11, Column M, up to 29 hours per week, effective July 10, 2014 (Replacing Shanna Gruenewald, Resigned; Non-Public Budget; Tenured).

Full-Time Employment

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

Caitlin McGowan, Speech Therapist, Itinerant, at an annual salary of \$44,611, Step 1, Column B12, prorated for the 194-day work year, effective August 18, 2014 or upon receipt of pending paperwork (Replacement for Holly Beiler, Resigned; Special Education Budget; Non Tenured).

Nicholas Weschler, Emotional Support Interventionist, Carbon Learning Achievement School, at an annual salary of \$37,743, prorated for the 191-day work year, effective July 14, 2014 (Replacement for Almenda Phillips, Transferred; Special Education Budget).

Rachel Oswald, Teacher, Delaware Avenue Enhanced Autism Program, at an annual salary of \$47,079, Step 3, Column B, prorated for the 194-day work year, effective August 11, 2014 (Replacement for Courtney Krempasky, Resigned; Special Education Budget; Non Tenured).

Gary Bottjer, Emotional Support Interventionist, Lehigh Learning Achievement School, at an annual salary of \$45,898, prorated for the 191-day work year, effective July 14, 2014 (Replacing Toomey Anderson, Transferred; Special Education Budget).

Ann Kowalick, Secretary to the Assistant Director of Special Education, Central Office, at an annual salary of \$33,700, prorated for the 241-day work year, effective July 14, 2014 (Replacement for Audrey Hammen, Transferred; CORE Services Budget).

PERSONNEL MATTERS (continued)

Full-Time Employment (continued)

Brooke Zumas, School Psychologist, Itinerant, at an annual salary of \$46,807, Step 2, Column M, prorated for the 194-day work year, effective August 19, 2014 or upon receipt of pending paperwork (Replacement for John MacKechnie, Retired; Special Education Budget; Non Tenured).

Part-Time Employment

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

Rickey Gruber, Vehicle Driver/Vehicle Assistant, at the hourly rate of \$9.35/Vehicle Assistant and \$12.82/Van Driver, effective August 14, 2014 (Transportation Pool; Transportation Budget).

Cheryl Fritz, Vehicle Driver/Vehicle Assistant, at the hourly rate of \$9.35/Vehicle Assistant and \$12.82/Van Driver, effective August 14, 2014 (Transportation Pool; Transportation Budget).

Brenda Trotta, Vehicle Driver/Vehicle Assistant, at the hourly rate of \$9.35/Vehicle Assistant and \$12.82/Van Driver, effective August 14, 2014 (Transportation Pool; Transportation Budget).

Change of Date—Unpaid Leave

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

Brenda Breiner, Certified Occupational Therapy Assistant, Medical Leave, without precedent, not provided for under the federal Family Medical Leave Act, beginning May 16, 2014 with a change of end date from June 19, 2014 to June 24, 2014 with a return to work date of August 19, 2014.

Edward Patterson, Vehicle Assistant, Medical Leave, without precedent, not provided for under the federal Family Medical Leave Act, beginning April 4, 2014 with a change of end date from May 2, 2014 to June 20, 2014 with a return to work date of August 14, 2014.

Earl Reabold, Vehicle Assistant, Medical Leave, without precedent, not provided for under the federal Family Medical Leave Act, beginning March 4, 2014 with a change of end date from June 23, 2014 to August 29, 2014 with a return to work date of September 2, 2014.

Emergency Employment

Emergency employment of the following person(s) for the 2014-2015 fiscal year, up to 29 hours per week:

Bonnie Glose, Therapeutic Staff Support Worker (BA)/Mobile Therapist/Behavioral Specialist/Behavioral Specialist (BCBA), at the board approved rate, effective September 6, 2014.

Lynne Haldeman, Summer Employment Pool Support Staff, at the appropriate hourly rate, effective July 1, 2014.

Contracted Services

Contract with the following person(s) for the 2013-2014 fiscal year, for an additional 3 days for mentoring, at the appropriate hourly rate, up to 29 hours per week, effective June 11, 2014:

Emily Kleintop
Kari Walbert
Vince Knecht

Contract with the following person(s) for the 2013-2014 and 2014-2015 fiscal years, up to 29 hours per week:

Selene Polaha, Teacher, at the hourly rate of \$38.71, effective June 21, 2014.

PERSONNEL MATTERS (continued)

Contracted Services (continued)

Contract with the following person(s) for the 2014-2015 fiscal year, up to 29 hours per week:

Brent Williams, PCM Instructor, at the appropriate hourly rate, effective July 1, 2014.

Substitutes

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

Substitute Teacher and Substitute Instructional Assistant

Bethann Molinari

Approve the following substitute for the 2014-2015 fiscal year, up to 29 hours per week:

Substitute Teacher and Substitute Instructional Assistant

Michelle Barry

Approve the following substitute for the 2013-2014 and 2014-2015 fiscal years, up to 29 hours per week:

Substitute Vehicle Driver and Vehicle Assistant

Trina Rennie

Provider 50 Personnel Pool

Provider 50 Personnel Pool, casual employment, on an as-needed basis, for the 2013-2014 and 2014-2015 fiscal years, at the board approved rates for the position(s) listed, up to 29 hours per week:

Cindy Carr/Therapeutic Staff Support Worker (BA)/Outpatient Therapist (Bachelor's)
Brent Williams/Outpatient Therapist (Bachelor's)
Nicole Muhleisen/Therapeutic Staff Support Worker (BA)

Provider 50 Personnel Pool, casual employment, on an as-needed basis, for the 2014-2015 fiscal year, at the board approved rates for the position(s) listed, up to 29 hours per week:

Marla Palonis/Behavioral Specialist/Mobile Therapist/Behavioral Specialist (Licensed)

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 rate or board approved rate, up to 29 hours per week:

Rebecca Young
Selene Polaha
Tricia McElmoyle
Leah Beil
Kathrine Friedrich
Ann Waibel
Frank Berleth
Brian Polaha
Gary Bottjer
Nicholas Weschler

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 or board approved rate, up to 29 hours per week:

PERSONNEL MATERS (continued)

Summer Employment Pool Support Staff (continued)

Judith Henry
Brittany Moyer
Ryan Kunkle
Erin Timko
Michelle Blazofsky
Pauline Griffith
Brittany Johnson

Transportation Summer Employment

Approve the following 2014 Transportation Summer Employment Vehicle Drivers/Vehicle Assistants at the appropriate hourly rate:

Cheryl Fritz
Trina Rennie
Cynthia Roach
Nancy Buchecker

Moved: Clarence Myers; Seconded: Raymond Follweiler, Jr.; Vote: Yes – 11; No – 0; Abstentions – 0; Absent – 3.

APPROVAL OF MEMORANDUM OF AGREEMENT WITH THE CARBON LEHIGH INTERMEDIATE UNIT EDUCATIONAL SUPPORT PROFESSIONALS ASSOCIATION

- MOTION: The Carbon Lehigh Intermediate Unit #21 Board of Directors approves the Memorandum of Agreement (MOA) with the Carbon Lehigh Intermediate Unit Educational Support Professionals Association (ESPA) concerning compensation for bargaining unit members who work on scheduled holidays, effective the beginning of the 2013-2014 school year, as filed with the Official Minutes. Moved: Darryl Schafer; Seconded: Mary Ziegler; Vote: Yes – 11; No – 0; Abstentions – 0; Absent – 3.

UNFINISHED BUSINESS

There was no Unfinished Business to discuss.

NEW BUSINESS

The first reading of the revised Family Medical Leave Act Policies as noted below, was accomplished. These policies will be brought before the Board in August for a second reading and to adopt as policy:

<u>Policy #</u>	<u>Policy Name</u>
322	FMLA – Administrative Employees
450	FMLA – PDE Certified Professional Employees
550	FMLA – Support Personnel
1022	FMLA – CLIU Managers
2022	FMLA – CLIU Supervisors
3022	FMLA – CLIU Professional Employees
4022	FMLA – CLIU Support Staff
5022	FMLA – CLIU Provider 50 Pool
6050	FMLA – Professional Employees

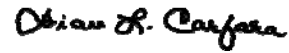
LEGISLATIVE UPDATE

Mr. Bold noted that the Legislature is currently in recess.

ADJOURNMENT

- MOTION: The Carbon Lehigh Intermediate Unit Board of Directors meeting adjourned at 7:40 p.m. Moved: Debra Lamb; Seconded: Robert Bold; Vote: Yes – 11; No – 0; Abstentions – 0; Absent – 3.

Respectfully submitted,



(Mrs.) Diane L. Carfara
Board Secretary

NEXT MEETING

MONDAY, AUGUST 18, 2014

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

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