

AGENDA
CATASAUQUA AREA SCHOOL DISTRICT
Tuesday, December 5, 2023
7:00 PM – District Administration Office

- 1. **CALL TO ORDER** President _____
- 2. **PLEDGE OF ALLEGIANCE TO THE FLAG**
- 3. **ROLL CALL**
 - A. By notice of the President, Board members are advised that votes on financial and other matters may require a ROLL CALL vote as defined. The minutes should also note that Public Notice was given for this meeting in accordance with School Board Policy.
 - B. ROLL CALL – Secretary
- 4. **NOTICE OF EXECUTIVE SESSIONS**
 - A. Executive Session for legal and personnel reasons will be held before the meetings at 6:00 P.M
- 5. **PRESENTATIONS/AUDIENCE INPUT ON AGENDA**
 - A. Sheckler Elementary School Students of the Month – Dr. Robert Kucharczuk
 - B. Donation from Lehigh Valley Educators Credit Union of \$10,000.00 presented by Ms. Eugenia Emert, the LVECU Board Secretary/Treasurer, and Ms. Jillian Emert Lehigh Valley Educator Membership Officer.
 - C. American Flags & Certificates Gifted to Sheckler, Catasauqua Middle School & Catasauqua High School - Michael Gilmartin, United States Air Force Captain & 2015 Graduate of Catasauqua High School – Dr. Christina Lutz-Doemling
- 6. **ADMINISTRATION/BOARD DISCUSSION & REPORTS**
 - A. Policy – David Knerr
 - Policy #223 (Section 200-Pupils) – Acceptable Computer Use Policy – First Reading (clean) (redline)
 - Policy #324 (Section 300-Administrative Employees) – Acceptable Computer Use Policy – First Reading (clean) (redline)
 - Policy #424 (Section 400-Professional Employees) – Acceptable Computer Use Policy – First Reading (clean) (redline)
- 7. **APPROVAL OF MINUTES FROM PRIOR MEETING**
 - A. [School Board Meeting Held on November 14, 2023](#)

MOTION BY _____ SECONDED BY _____

NUMBER AYE _____ NUMBER NAY _____

8. [APPROVAL OF TREASURER’S REPORT FOR NOVEMBER 2023](#)

MOTION BY _____ SECONDED BY _____

NUMBER AYE _____ NUMBER NAY _____

9. **APPROVAL OF BUDGET TRANSFERS NOVEMBER 2023**

ACCOUNT CODES

ROLL CALL VOTE

MOTION BY _____ SECONDED BY _____

NUMBER AYE _____ NUMBER NAY _____

10. **APPROVAL FOR PAYMENT OF ALL A/P BILLS DECEMBER 2023**

ROLL CALL VOTE

MOTION BY _____ SECONDED BY _____

NUMBER AYE _____ NUMBER NAY _____

11. **APPROVAL TO RATIFY ALL EXPENSES OTHER THAN A/P NOVEMBER 2023**

ROLL CALL VOTE

MOTION BY _____ SECONDED BY _____

NUMBER AYE _____ NUMBER NAY _____

12. **APPROVAL TO RUN MANUAL CHECKS PRIOR TO JANUARY 2024 BOARD MEETING**

ROLL CALL VOTE

MOTION BY _____ SECONDED BY _____

NUMBER AYE _____ NUMBER NAY _____

13. **FINANCIAL**

A. Participation in Bid Supply Program

Permission is requested to participate in the Pennsylvania Education Joint Purchasing Council (I.U. #16) and Lehigh Career & Technical Institute bid supply program for the 2024-2025 school year.

ROLL CALL VOTE

MOTION BY _____ SECONDED BY _____

NUMBER AYE _____ NUMBER NAY _____

** You may view a copy of associated documents at www.cattysd.org at the agenda page for this meeting, and on request at the meeting.

B. Approval of §311(d) Resolution to Not Raise Taxes Beyond the State Index

Approval of Resolution Pursuant to Taxpayer Relief Act §311(d) for the 2024-2025 Fiscal Year Restricting the Increase in the Rate of any Tax to the Applicable Index and Otherwise Satisfying the Requirements of §311(d) (PDE Form 2028)

ROLL CALL VOTE

MOTION BY _____ SECONDED BY _____

NUMBER AYE _____ NUMBER NAY _____

14. PERSONNEL

A. Removal Of The Following Substitute Employees For The 2023-2024 School Year:

Name	Position	Reason
Paul Williams	Substitute Non CDL Driver	Did Not Complete Employment Paperwork
Mercy Ortiz-Susana	Cafeteria Substitute	Did Not Complete Employment Paperwork
Felix Vidal Vega	Substitute Non CDL Driver	Personal

ROLL CALL VOTE

MOTION BY _____ SECONDED BY _____

NUMBER AYE _____ NUMBER NAY _____

B. Substitute(s)

The following applicant(s) have requested to be added to the Substitute Employment List for the 2023-2024 School Year as follows:

Name	Assignment
Jill Allison Gruver*	Cafeteria Substitute
Cindy Heckman*	Non CDL Driver Substitute
Michael Smith *	Non CDL Driver Substitute

*pending receipt of employment paperwork

ROLL CALL VOTE

MOTION BY _____ SECONDED BY _____

NUMBER AYE _____ NUMBER NAY _____

C. Appointment of Extra-Curricular Position(s) for the 2023-2024 School Year

It is recommended that the names listed below of extra-curricular positions be appointed as noted for the 2023-2024 school year:

#	Name	Position	Stipend
1	Steven Bradley	Assistant Girls Basketball Coach	\$4,334

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ROLL CALL VOTE

MOTION BY _____ SECONDED BY _____

NUMBER AYE _____ NUMBER NAY _____

D. Approval of FMLA for Employee # 2540

Approval for FMLA for employee #2540 effective beginning approximately February 1, 2024 to approximately April 25, 2024.

ROLL CALL VOTE

MOTION BY _____ SECONDED BY _____

NUMBER AYE _____ NUMBER NAY _____

E. Approval of FMLA for Employee #542

Approval for FMLA for employee #542 effective beginning approximately November 28, 2023 to approximately January 1, 2024.

ROLL CALL VOTE

MOTION BY _____ SECONDED BY _____

NUMBER AYE _____ NUMBER NAY _____

F. Approval of Short Term Substitute Rate of \$190.00 per day for Elizabeth Miller from November 28, 2023 until January 1, 2024

ROLL CALL VOTE

MOTION BY _____ SECONDED BY _____

NUMBER AYE _____ NUMBER NAY _____

G. Approval Of Catasauqua Middle School Interim Principal At A Rate Of \$500.00 Per Day For Robert Steckel From Approximately February 1, 2024 Until Approximately April 25, 2024

ROLL CALL VOTE

MOTION BY _____ SECONDED BY _____

NUMBER AYE _____ NUMBER NAY _____

H. Nomination for Appointment.

- 1. Name: Zachary Edelman *
- Status: Non Certified Instructional Aide
- Assignment: Sheckler Elementary School
- Rate of Pay: \$138.00 per day
- Benefits: N/A
- Effective: Upon receipt of employment paperwork

- 2. Name: Brandy Smale *
- Status: General Kitchen Help
- Assignment: Catasauqua Middle School
- Rate of Pay: \$14.52 per hour
- Benefits: N/A
- Effective: Upon receipt of employment paperwork

*pending receipt of employment paperwork

ROLL CALL VOTE

MOTION BY _____ SECONDED BY _____

NUMBER AYE _____ NUMBER NAY _____

I. Transfer of Position

- 1. Daniel Kotran
- Previous Position: STEAM Teacher
- Current Position: Coordinator of Instructional Technology & Federal Programs
- Assignment: Districtwide
- Salary: TBD As Per Act 93 Agreement
- Benefits: As Per Act 93 Agreement
- Effective: July 1, 2024

ROLL CALL VOTE

MOTION BY _____ SECONDED BY _____

NUMBER AYE _____ NUMBER NAY _____

15. CURRICULUM

- A. None

16. BOARD APPROVALS

A. Nomination of Board Member to Represent Catasauqua Area School District on the Lehigh Career & Technical Institute Board of Directors

Approval is requested to nominate a Catasauqua Area School District Board Member to represent the District on the Lehigh Career & Technical Institute Board of Directors. Candidate will serve from December 1, 2023 to December 1, 2024.

Name of Candidate _____

Name of Candidate _____

ROLL CALL VOTE

MOTION BY _____ SECONDED BY _____

NUMBER AYE _____ NUMBER NAY _____

B. Nomination of Alternate Board Member to Represent Catasauqua Area School District on the Lehigh Career & Technical Institute Board of Directors

Approval is requested to nominate an alternate Catasauqua Area School District Board Member to represent the District on the Lehigh Career & Technical Institute Board of Directors. Alternate Candidate will serve from December 1, 2023 to December 1, 2024.

Name of Alternate Candidate _____

Name of Alternate Candidate _____

ROLL CALL VOTE

MOTION BY _____ SECONDED BY _____

NUMBER AYE _____ NUMBER NAY _____

C. Nomination to fill the vacancy on the Carbon Lehigh Intermediate Unit Board of Directors (“IU Board”) caused by the expiration of the term of Duane Deitrich as a member of the Catasauqua Area School District Board of School Directors. This nomination requests the IU Board to appoint the nominee to the IU Board through the IU annual election in Spring 2024, and to place the nominee on the ballot for the Spring 2024 IU annual election to complete Mr. Deitrich’s unexpired term through June 30, 2025.

Name of Candidate _____

Name of Candidate _____

ROLL CALL VOTE

MOTION BY _____ SECONDED BY _____

NUMBER AYE _____ NUMBER NAY _____

** You may view a copy of associated documents at www.cattysd.org at the agenda page for this meeting, and on request at the meeting.

D. Approval of Agreement with Carbon Lehigh Unit #21 for a SentinelOne Subscription License

Approval is requested to enter into an agreement with Carbon Lehigh Intermediate Unit #21 for a SentinelOne Subscription License effective December 1, 2023 through June 30, 2026 (based on letter of intent delivered to PAIU/CLIU).

ROLL CALL VOTE

MOTION BY _____ SECONDED BY _____

NUMBER AYE _____ NUMBER NAY _____

E. Approval of Policy – First Reading

Approval is requested for the first reading of the following policy:

Section: Pupils
Policy #: 223
Title: Acceptable Computer Use Policy

ROLL CALL VOTE

MOTION BY _____ SECONDED BY _____

NUMBER AYE _____ NUMBER NAY _____

F. Approval of Policy – First Reading

Approval is requested for the first reading of the following policy:

Section: Administrative Employees
Policy #: 324
Title: Acceptable Computer Use Policy

ROLL CALL VOTE

MOTION BY _____ SECONDED BY _____

NUMBER AYE _____ NUMBER NAY _____

G. Approval of Policy – First Reading

Approval is requested for the first reading of the following policy:

Section: Professional Employees
Policy #: 424
Title: Acceptable Computer Use Policy

ROLL CALL VOTE

MOTION BY _____ SECONDED BY _____

NUMBER AYE _____ NUMBER NAY _____

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H. Approval of Additional Revised Van/Bus Stops

Approval is requested of the revised Van/Bus Stops for the School Year, effective immediately. Indicated Stops are subject to change due to additional student enrollments/withdrawals, alternate educational placements, new students/changes that occur at an address that is classified by the state as a hazardous road, or change/addition to a student IEP. All revisions will be maintained by the Transportation Operation Office, and will be made available at all times. Additionally, changes are stored within the transportation software management system.

MOTION BY _____ SECONDED BY _____

NUMBER AYE _____ NUMBER NAY _____

17. RECOGNITION OF GUESTS & VISITORS

18. NEXT MEETING DATE

- A. Tuesday, January 9, 2024 * 7:00 P.M. School Board Meeting
- B. Wednesday, February 7, 2024 **
 - 5:00 PM Buildings and Grounds
 - 6:00 PM Athletic Committee Meeting
 - 7:00 PM Academics Committee Meeting

* upon board approval of 2024 board meeting dates
** upon board approval of 2024 committee meeting dates

19. ADJOURNMENT

MOTION BY _____ SECONDED BY _____

NUMBER AYE _____ NUMBER NAY _____

Time Adjourned _____