

MINUTES
CATASAUQUA AREA SCHOOL DISTRICT
Tuesday, May 9, 2017
7:00 P.M. – District Administration Office

1. CALL TO ORDER **President, Penny Hahn**
President Penny Hahn Called the Meeting to Order at 7:24 P.M

2. PLEDGE OF ALLEGIANCE TO THE FLAG
The Pledge of Allegiance was given

3. ROLL CALL

Board Members		Non Board Members	
Penny Hahn	X	Robert J. Spengler	X
Carol Cunningham	X	Dave Knerr	X
Donald Panto	X	Christina Lutz-Doemling	X
Duane Deitrich	X	Lois Reed	X
Jason Bashaw	X	Kathleen Kotran	X
Dale Hein	X	Wayne Karess	X
Christine Nace	X	David Ascani	
Rodney L. Nace	X	Melissa Inselmann	X
Mary Alice Hartranft	X	Eric Dauberman	X
		Bryan Klass	
Student Representatives		Adam Schnug	X
Samuel Safadi	X	Thomas Moll *Arrived 9:35	X
Sofia Alquirih	X		

X = Present

Visitors: See List inserted in Permanent Minute Book

4. ELECTION OF BOARD TREASURER

Call for nominations for Treasurer –one-year-term – effective July 1, 2017 to June 30, 2018

Nominations:

Donald Panto Nominated by Duane Deitrich

Nominations Closed:

Ballot for Treasurer

Donald Panto

ROLL CALL VOTE

MOTION BY: Deitrich

SECONDED BY: N/A

AYE: Deitrich, Hahn, Cunningham, Hartranft, Bashaw, Hein, C. Nace, R. Nace

NAY: 0

Abstention by Panto

Eight Ayes, Zero Nays, Motion carried

5. NOTICE OF EXECUTIVE SESSION

A. An Executive Session for Legal and Personnel Reasons Will be Held Before the Meeting at 6:00 P.M

Executive Session was held from 6:00 P.M. until 7:20P.M

6. PRESENTATION/AUDIENCE INPUT ON AGENDA

A. Catasauqua Middle School Star Players of the Month - Melissa Inselmann

GRADE 5-February	GRADE 6 - February	GRADE 7 - February	GRADE 8 - February
Reagan Bernard	Kenneth Ramos	Jessica Fandl	Stephanie Crogan

B. Safety Planning and Crisis Management – Shelley Keffer

Shelley Keffer introduced Mr. David Fenton, Lehigh County Emergency Management and Mr. Joseph Carl, Catasauqua Borough Emergency Management. A presentation covering current Crisis Management and associated issues was provided along with a request for an annual update.

7. ADMINISTRATION/BOARD DISCUSSION & REPORTS

A. Academics and Education – Christina Lutz-Doemling

Christina Lutz-Doemling provided an update on assessments and current status of testing.

B. Finance – Robert J. Spengler

- 2017-2018 Budget Update

A Special Board Meeting was scheduled for May 22, 2017 at 6:00 p.m.

C. Policy – David Knerr

- Policy #601 - Fiscal Objectives
- Policy #602 - Budget Preparation and Adoption
- Policy #808 - Food Services
- Policy#129 – Wellness was added for discussion during the Board Meeting. Above policies were discussed and revisions suggested. A Second Reading will occur during the June 13, 2017 Board Meeting.

D. Athletics-Thomas Moll - None

E. Carbon Lehigh Intermediate Unit # 21 – Duane Deitrich

The CLEA Contract was approved.

F. Borough of Catasauqua – Dale Hein

Various updates were provided, including Front Street, Walnut Street Bridge, Cell Tower Ordinance, etc.

G. Borough of North Catasauqua – Jason Bashaw

Various updates were provided, including a derelict property, playground paving, and playground equipment installation.

H. Hanover Township – Lois Reed - None

I. PSBA Liaison Update – Duane Deitrich

Current topics include budget, charter schools, and pension reform.

J. Lehigh Career & Technical Institute Update – Christine Nace

Student awards were announced.

K. Student Representatives – Sofia Alquirih and Samuel Safadi

The Prom will be held on May 12, 2017. Spirit Day activities are occurring this week and Senior Nights are scheduled through May 2017.

**8. APPROVAL OF MINUTES FROM PRIOR MEETING(S)
A. School Board Meeting Held on April 11, 2017**

9. APPROVAL OF TREASURER'S REPORT FOR APRIL 2017

10. APPROVAL OF BUDGET TRANSFERS APRIL 2017

Items 8A, 9, and 10, were combined by Board request

ROLL CALL VOTE

*MOTION BY: Deitrich SECONDED BY: Cunningham
AYE: C. Nace, R. Nace, Hahn, Bashaw, Panto, Hein, Hartranft, Deitrich, Cunningham
NAY: 0
Nine Ayes, Zero Nays, Motion carried*

**11. APPROVAL FOR PAYMENT OF ALL A/P BILLS MAY 2017
WITH THE EXCEPTION OF CHECK # 13156 (Albarell-general fund) IN THE
AMOUNT OF \$697.25**

**Note Motion was amended to include check #131201,GR Electric*

ROLL CALL VOTE

*MOTION BY: Cunningham SECONDED BY: Hartranft
AYE: C. Nace, R. Nace, Bashaw, Panto, Cunningham, Hahn, Hartranft, Deitrich
NAY: 0
Abstention by Hein
Eight Ayes, Zero Nays, Motion carried*

**11.1 APPROVAL FOR PAYMENT OF CHECK # 13156 (Albarell -general fund) IN THE
AMOUNT OF \$697.25 MAY 2017**

ROLL CALL VOTE

*MOTION BY: Cunningham SECONDED BY: Deitrich
AYE: C. Nace, R. Nace, Bashaw, Panto, Cunningham, Hein, Hartranft, Deitrich
NAY: 0
Abstention by Hahn
Eight Ayes, Zero Nays, Motion carried*

12. APPROVAL TO RATIFY ALL EXPENSES OTHER THAN A/P APRIL 2017

13. FINANCIAL**A. Approval of Catasauqua Area School District Final Budget 2017-2018 (Proposed)**

The Board hereby adopts the attached draft budget as the proposed final budget for fiscal year 2017-2018, prepared by the Board of School directors in accordance with Section 687 of the Public School Code and in the form prescribed by the Pennsylvania Department of Education. The President of the Board is authorized and directed to make the certification to the Department of Education required by Section 687 (a)(1) of the Public School code. The Board may adopt the final budget for fiscal year 2017-2018 and the necessary appropriations measures to put it into effect no less than thirty (30) days hereafter, after making such revisions and changes to the proposed final budget as appear advisable, if any. The Board currently intends to adopt the final budget on Tuesday, June 13, 2017. As soon as practicable, and in no event less than twenty (20) days before adoption of the final budget, the School District shall print the proposed final budget (on the uniform form required by the Department of Education) or otherwise make it available for public inspection to all persons, and shall make it available for duplication to any person, on request. Public notice of the proposed final budget shall be given as soon as practicable, and in no event less than ten (10) days before adoption of the final budget. The proposed final budget estimates General Fund expenditures of \$29,973,564 for fiscal year 2017-2018, and balances anticipated revenues and expenditures with an anticipated real estate tax rate of 17.4072 mills in Lehigh County and 56.3513 mills in Northampton County.

B. Approval of Resolution of the Board of School Directors of the Catasauqua Area School District Adopting and Approving a "Response to the Auditor General's Performance Audit Report for Fiscal Years Ending June 30, 2013, 2014, and 2015 and Corrective Action Plan".

Items 12, 13A, and 13B, were combined by Board request

ROLL CALL VOTE

MOTION BY: Cunningham

SECONDED BY: Hartranft

AYE: C. Nace, R. Nace, Bashaw, Panto, Cunningham, Hein, Hartranft, Deitrich, Hahn

NAY: 0

Nine Ayes, Zero Nays, Motion carried

14. PERSONNEL**A. Approval of 2017-2018 Secretary/Clerk Salaries**

Superintendent requests approval of 2017-2018 salaries for Secretarial and Clerk positions, effective July 1, 2017, in form presented to the Board of School Directors

ROLL CALL VOTE

MOTION BY: Cunningham

SECONDED BY: Deitrich

AYE: C. Nace, R. Nace, Bashaw, Hahn, Cunningham, Hein, Hartranft, Deitrich

NAY: 0

Abstention by Panto

Eight Ayes, Zero Nays, Motion carried

B. Approval of 2017-2018 Food Service Salaries

Superintendent requests approval of 2017-2018 salaries for Food Service positions, effective July 1, 2017, in form presented to the Board of School Directors

ROLL CALL VOTE

MOTION BY: Hartranft

SECONDED BY: C. Nace

AYE: C. Nace, R. Nace, Bashaw, Hahn, Cunningham, Hein, Hartranft, Panto

NAY: 0

Abstention by Deitrich

Eight Ayes, Zero Nays, Motion carried

C. Approval of 2017-2018 Transportation Salaries

Superintendent requests approval of 2017-2018 salaries for Transportation positions, effective July 1, 2017, in form presented to the Board of School Directors

D. Approval of 2017-2018 Custodian and Maintenance Salaries

Superintendent requests approval of 2017-2018 salaries for Custodial and Maintenance positions, effective July 1, 2017, in form presented to the Board of School Directors

E. Approval of 2017-2018 Administration Salaries

Superintendent requests approval of 2017-2018 salaries for Administration positions, effective July 1, 2017, in form presented to the Board of School Directors

F. Substitute

The following applicants have requested to be added to the Substitute Employment List for the 2016-2017 school year:

Name	Assignment
Ann Guindine	Substitute Teacher
Maureen Repasch	Substitute Cafeteria Worker/Substitute Non-Certified Instructional Aide
Richard Tyler	Substitute Van Driver *
Isabello Huertas	Substitute Van Driver

*Retro-active to April 24, 2017

G. Substitute

The following applicants have requested to be added to the Substitute Employment List for the 2017-2018 School Year as follows:

Name	Assignment
Michael Conner	Substitute Teacher
David Dunn	Substitute Bus Driver

H. Removal of Substitute Employees

The following applicants have requested to be removed from the Substitute Employment List for the 2016-2017 school year:

Name	Assignment	Reason
Karen Dunn	Substitute Teacher	Personal

I. Appointment of Extra-Curricular Positions 2017-2018 School Year

It is recommended that the names listed below of extra-curricular positions be appointed as noted for the 2017-2018 school year:

Name	Position	Stipend
Philip Dorn	Head Football Coach	\$7,988.00
Mark Bartholomew	Assistant Football Coach	\$4,633.00
Travis Brett	Assistant Football Coach	\$4,633.00
Jonathan Fenner	Assistant Football Coach	\$4,633.00
Frank Scagliotta	Assistant Football Coach	\$4,633.00
Brian Monahan	Assistant Football Coach	Volunteer
Timothy Picerno	Assistant Football Coach	Volunteer
Roger Scheirer	Assistant Football Coach	Volunteer
Donald Panto	Assistant Football Coach	Volunteer
Julie Sikorsky	Head Field Hockey Coach	\$5,399.00
Janice Kovacs	Middle School Field Hockey Coach	\$2,671.00
Kyle Rusnock	Head Cross Country Coach	\$3,510.00
David Burker	Assistant Cross Country Coach	\$1,899.00
Randy Gillespie	Head Girls Soccer Coach	\$5,399.00
Todd Rushatz	Assistant Girls Soccer Coach	\$2,671.00
Alex Sackey	Assistant Girls Soccer Coach	Volunteer
Joshua Inman	Head Boys Soccer Coach	\$5,399.00
Danielle Heller	Head Girls Volleyball Coach	\$4,000.00
Edward Seidick	Head Girls Basketball Coach	\$7,065.00
Mark Seremula	Assistant Girls Basketball Coach	\$3,660.00
Norman Best	Assistant Girls Basketball Coach	\$2,847.00
Robert Ardle	Assistant Girls Basketball Coach	Volunteer
Eric Snyder	Head Boys Basketball Coach	\$7,065.00
Thomas Falzone	Assistant Boys Basketball Coach	\$4,067.00
Scott Case	Assistant Boys Basketball Coach	Volunteer
Brett Zieber	Assistant Boys Basketball Coach	Volunteer
Matthew Morton	Assistant Boys Basketball Coach	Volunteer
Joshua Yoo	Assistant Boys Basketball Coach	Volunteer
Anthony Bellucci	Assistant Boys Basketball Coach	Volunteer
Thomas Reap	Assistant Boys Basketball Coach	Volunteer
James Snyder	Assistant Boys Basketball Coach	Volunteer

Kyle Rusnock	Head Wrestling Coach	\$7,065.00
Joseph Russo	Assistant Wrestling Coach	\$3,000.00
Michael Rusnock	Assistant Wrestling Coach	\$3,000.00
Jonathan Reed	Assistant Wrestling Coach	\$2,134.00
Joseph Stofko	Assistant Wrestling Coach	Volunteer
Robert Arnold	Marching Band Director	\$4,500.00
James D'Annibale	Assistant Marching Band Director	\$1,734.00
Robert Arnold	High School Music Drama Director	\$1,162.00
Robert Arnold	Honor Band Director	\$905.00
Robert Arnold	Pep Band Director	\$600.00
Robert Arnold	High School Vocal Director	\$2,566.00
Philip Dorn	Weight Room Monitor (Summer)	\$600.00
Joseph Stofko	Weight Room Monitor (Summer)	Volunteer
Joseph Stofko	Weight Room Monitor (Fall)	\$600.00
Joseph Stofko	Weight Room Monitor (Winter)	\$600.00
David Troxell	Athletic Facilities Manager – Shared	\$2,250.00
Todd Richards	Athletic Facilities Manager – Shared	\$2,250.00
David Burkner	Sheckler Science Fair Coordinator	\$258.00
Lois Morrissey	Sheckler Yearbook Coordinator	\$517.00
Elyse Gair	Freshman Class Advisor	\$649.00

J. Retirement

- Name: Isabello Huertas
 Status: Van Driver
 Assignment: Districtwide
 Reason: Personal
 Effective: April 28, 2017

K. Change in Employment Status

- Name: Randy J. Tkach
 Previous Status: Substitute Maintenance/Custodian
 Current Status: Maintenance & Grounds
 Assignment: Districtwide
 Rate of Pay: As Per CBA
 Benefits: As Per CBA
 Effective: July 1, 2017

L. Approval for Days Without Pay

- Name: Susan Lesko
 Reason: Personal
 Effective: April 12, 2017 Full Day
 April 18, 2017 Full Day
 April 21, 2017 Full Day
 May 2, 2017 Full Day

2. Name: Jacqueline Yanek
Reason: Personal
Effective: May 3, 2017 Half Day
May 4, 2017 Full Day
May 5, 2017 Full Day

M. Approval of Student Teachers/Interns

Approval is requested for the following student teachers/interns as listed:

High School

College - Kutztown University	Effective: August 29, 2017 to October 20, 2017
Name: Megan Grozier	Art, Barb Resto

Sheckler Elementary

College - Kutztown University	Effective: August 29, 2017 to October 20, 2017
Name: Morgan Carfara	First Grade, Shannon Wanko
College - Kutztown University	Effective: August 29, 2017 to October 20, 2017
Name: Ronald Malischewski	Second Grade, Susan Conner
College - Kutztown University	Effective: August 29, 2017 to October 20, 2017
Name: Nicole Feraina	Third Grade, Wendy Laubenstein

15. BOARD APPROVALS

A. Approval of Facilities Plan Committee Report of the Carbon-Lehigh Intermediate Unit #21

Request approval of the 2017-2018 Facilities Plan Committee Report as unanimously adopted by the Carbon-Lehigh Intermediate Unit Facilities Plan Committee on March 20, 2017. 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.

B. Grant Applications: 2017-2018 School Year

Approval is needed to apply for all Federal Programs, all Vocational Programs, and any State or Federal Competitive Grants or Programs for the school year 2017-2018 as listed:

All Vocational Programs

**Any State or Federal Competitive or Non Competitive Programs, or Grants
Applicable to the School District Program**

C. Approval of YMCA Use of School Buses for Summer Camp Field Trips

Approval is requested to allow the Suburban North YMCA to use two school buses and drivers (paid by YMCA) for YMCA Summer 2017 Camp Field Trips, in exchange for high school and middle school athletes to utilize YMCA fitness rooms and gymnasium facility during the months of June, July and August, as in prior years. The YMCA will incur all driver and fuel expenses.

D. Approval of Policy – First Reading

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

Section: FINANCES
Policy #: 601
Title: Fiscal Objectives

E. Approval of Policy – First Reading

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

Section: FINANCES
Policy #: 602
Title: Budget Preparation and Adoption

F. Approval of Policy – First Reading

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

Section: OPERATIONS
Policy #: 808
Title: Food Services

G. Approval of Policy Revision – First Reading

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

Section: PROGRAMS
Policy #: 129
Title: Wellness

Items 14C, 14D, 14E, 14F, 14G, 14H, 14I, 14J, 14K, 14L, 14M, 15A15B, 15C, 15LD, 15E, 15F, and 15G, were combined by Board request

ROLL CALL VOTE

MOTION BY: Deitrich

SECONDED BY: Hartranft

AYE: C. Nace, R. Nace, Bashaw, Hahn, Cunningham, Hein, Hartranft, Panto, Deitrich

NAY: 0

Nine Ayes, Zero Nays, Motion carried

16. OLD BUSINESS

17. NEW BUSINESS

18. COMMENDATIONS

19. INFORMATION ITEMS**20. CORRESPONDENCE**

Items 16, 17, 18, 19, and 20, were combined by Board request

Shelley Keffer – We will plan on providing an annual Safety Planning and Crisis Management update to the Board. Parent training is also occurring.

Wayne Karess – The new filtering software is currently being tested.

Eric Dauberman – Various updates were provided including the Sheckler Playground Dedication, Fun Day, and Career Day.

Melissa Inselmann – Various updates were provided including the CMS Spring Band Concert, Achievement Night, Move Up Day, and Field Trips.

Donald Panto – Initiated a discussion about the possibility of CHS sponsoring a State Police Precinct. Palisades High School currently provides a PA State Police workspace.

Adam Schnug will contact the Bethlehem State Police Barracks regarding the possibility.

Christina Lutz-Doemling – Provided an update on District initiatives including Pilots and Testing.

Robert J. Spengler – Discussed the current status of charter schools and initiated a discussion regarding a K-12 iPad implementation.

Adam Schnug – Provided an update on CHS activities including Spirit Week, Students of the Semester, Keystone Testing, etc.

Thomas Moll – Provided a general sports program update, and the “Home” Track Meet held at Whitehall High School.

21. RECOGNITION OF GUESTS & VISITORS**22. NEXT MEETING DATES**

- | | | |
|---------------------------|-----------|----------------------|
| A. Tuesday, June 13, 2017 | 7:00 P.M. | School Board Meeting |
| B. Tuesday, June 13, 2017 | 6:15 P.M. | Retiree Reception |

All meetings listed above will be held in the District Administration Office Board Room.

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- | | | |
|-------------------------|-----------|--|
| C. Sunday, June 4, 2017 | 7:00 P.M. | Baccalaureate
Catasauqua High School Auditorium |
| D. Monday, June 5, 2017 | 7:30 P.M. | Commencement
Catasauqua High School Gymnasium |

23. ADJOURNMENT

MOTION BY: Deitrich

SECONDED BY: Hein

Motion carried

Time Adjourned: 10:00 P.M.

Respectfully submitted,

Duane Deitrich
Secretary

Time Adjourned _____