

MINUTES
CATASAUQUA AREA SCHOOL DISTRICT
Tuesday, January 17, 2017
7:00 P.M. – District Administration Office

1. **CALL TO ORDER** **President, Penny Hahn**
President Penny Hahn Called the Meeting to Order at 7:00 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 | | Dave Knerr | X |
| Donald Panto * | X | Christina Lutz-Doemling | X |
| Duane Deitrich | X | Lois Reed | X |
| Carol McCarthy | | Kathleen Kotran | X |
| Vacant Seat | | Wayne Karess | X |
| Christine Nace | X | David Ascani | X |
| Rodney L. Nace | X | Melissa Inselmann | |
| Mary Alice Hartranft | X | Eric Dauberman | X |
| | | Bryan Klass | X |
| Student Representatives | | Adam Schnug | |
| Samuel Safadi | X | Thomas Moll | |
| Sofia Alquirih | X | | |

**Donald Panto arrived at 7:30 P.M.*
X = Present
Visitors: See List inserted in Permanent Minute Book

4. **NOTICE OF EXECUTIVE SESSIONS**
 - A. Executive Session for Legal and Personnel Reasons at 6:00 P.M.
Executive Session was held from 6:00 P.M. until 6:45 P.M

5. **Acceptance of Resignation of Carol McCarthy from the Elected Position of School Board Director, Catasauqua Area School District, Effective Immediately**

MOTION BY: Deitrich SECONDED BY: Hartranft
Motion carried

6. PRESENTATIONS/AUDIENCE INPUT ON AGENDA**A. Sheckler Elementary School Students of the Month –Eric Dauberman**

| GRADE 1 | GRADE 2 | GRADE 3 | GRADE 4 |
|--------------|---------------|----------------|-------------------|
| Elliot Jones | Ethan Bonilla | Ariella Miller | Destiny Olivencia |
| Lilly Smith | Joshua Cline | Jalian Velez | Cody Kurczeski |
| | | | John Herr |

B. Catasauqua Middle School Star Players of the Month –Bryan Klass

| MONTH | GRADE 5 | GRADE 6 | GRADE 7 | GRADE 8 |
|----------|-----------------|----------------|--------------|---------------|
| December | Heaven Jenkins | Dijon Chambers | Hope Gino | Kaitlyn Weiss |
| November | Jonah Arancibia | Zachary Rizzo | David Jarrah | Derek Troxell |

C. [Presentation “Shop with an Airport Cop”](#) – Lisa Roth

Lisa Roth acknowledged everyone involved with this event. Board Members and Administration commended Lisa Roth for her coordination efforts.

* Donald Panto arrived at the meeting at this time 7:30 P.M.

D. School Board Director Recognition Month

The Student Representatives and Administrators expressed gratitude for the support of the Board Members.

E. [Interview of Board of School Director Candidates](#)

The following individuals submitted required documentation to be considered for appointment to the two Board vacancies:

- I. Jason Bashaw
- II. Dale Hein
- III. David Molony
- IV. Shawn Newhart

7. ELECTION OF NEW BOARD MEMBERS TO FILL VACANCIES**A. Nominations are requested to elect new members of the Board of School Directors to fill the vacancies created by the resignation of Dawn Berrigan and Carol McCarthy for a term from January 10, 2017 to December 4, 2017.**

The following nominations occurred:

Nominations:

- a. Dale Hein Nominated by Penny Hahn
- b. David Molony Nominated by Christine Nace
- c. Jason Bashaw Nominated by Mary Alice Hartranft

Nominations Closed:

ROLL CALL VOTES OCCURRED BY BOARD MEMBERS VOTING FOR TWO NOMINEES:

| | | | | | |
|--------------|--------------|----------------|-----------------|----------------|--------------|
| Penny Hahn | Donald Panto | Duane Deitrich | M. A. Hartranft | Christine Nace | Rodney Nace |
| Dale Hein | Dale Hein | Jason Bashaw | Jason Bashaw | David Molony | David Molony |
| Jason Bashaw | Jason Bashaw | Dale Hein | Dale Hein | Dale Hein | Jason Bashaw |

Dale Hein Received 5 Votes and Jason Bashaw Received 5 Votes and David Molony Received 2 Votes.

Hein and Bashaw Appointed

B. OATH OF OFFICE FOR NEWLY APPOINTED BOARD OF SCHOOL DIRECTORS

I, Jason Bashaw, and Dale Hein, having been appointed to the office of school director for the Catasauqua Area School District, Counties of Lehigh and Northampton and State of Pennsylvania, do solemnly affirm that I will support, obey and defend the Constitution of the United States and the Constitution of this Commonwealth, and that I will discharge the duties of my office with fidelity.

8. ADMINISTRATION/BOARD DISCUSSION & REPORTS

A. Academics and Education – Christina Lutz-Doemling

- 2017-2018 CHS Career Planning Guide
David Ascani provided an overview of proposed changes to the Career Planning Guide.

B. Policy – David Knerr

- [Policy # 811](#) – Transportation Subsidy Management
Discussion occurred and first reading will be considered after Item # 17E of this Agenda.
- Policy # 907 – School Visitors
Discussion occurred and first reading will be considered after Item # 17E of this Agenda.
- Uniform Grants Guidance Policy
 - a. Policy #627 – Travel Expenses
Discussion occurred and first reading will be considered after Item # 17E of this Agenda. Other associated policies will be discussed next month.
- Cafeteria Payments Policy
Discussion tabled until next month.
- Wellness Policy
Discussion tabled until next month.

C. Athletics-Thomas Moll – None

D. Carbon Lehigh Intermediate Unit # 21 – Duane Deitrich
The negotiations committee is in the process of meeting.

- E. Borough of Catasauqua – Christine Nace
Discussion is occurring regarding the conversion of Front Street to a two-way street.
- F. Borough of North Catasauqua – Duane Deitrich
The Borough Budget included a 1.5 Mill Tax Increase.
- G. Hanover Township – Lois Reed
The former LVIA fire station will become a bus terminal.
- H. PSBA Liaison Update – Duane Deitrich
Current topics include the Property Tax Bill, the 2017 Budget, and Pension Reform.
- I. Lehigh Career & Technical Institute Update – Christine Nace
The Bond Refinance process is continuing as within the Parameters Resolution.
- J. Student Representatives – Sofia Alquirih and Samuel Safadi - None

9. APPROVAL OF MINUTES FROM PRIOR MEETING(S)

- A. Reorganization School Board Meeting Held on December 6, 2016**
- B. School Board Meeting Held on December 6, 2016**

10. APPROVAL OF TREASURER’S REPORT FOR DECEMBER 2016

11. APPROVAL OF BUDGET TRANSFERS DECEMBER 2016

12. APPROVAL FOR PAYMENT OF ALL A/P BILLS JANUARY 2017

13. APPROVAL TO RATIFY ALL EXPENSES OTHER THAN A/P DECEMBER 2016

*Items 9A, 9B, 10, 11, 12, and 13 were combined by Board request
Donald Panto left the meeting at 9:50 p.m.*

ROLL CALL VOTE

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

14. FINANCIAL

- A. 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 2017-2018
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: Hartranft SECONDED BY: R. Nace
AYE: C. Nace, R. Nace, Deitrich, Hartranft, Hahn, Bashaw, Hein
NAY: 0
Seven Ayes, Zero Nays, Motion carried*

B. Accept Independent Auditor’s Report of 2015-2016 General Fund Budget

Approval is requested to accept the independent auditor’s report of the 2015-2016 general fund budget of the Catasauqua Area School District as prepared by France, Anderson, Basile & Company, P.C.

ROLL CALL VOTE

MOTION BY: Deitrich *SECONDED BY:* Heartranft

AYE: Deitrich, Hahn, C. Nace, R. Nace, Hartranft

NAY: 0

Abstention by **Bashaw, Hein**

Five Ayes, Zero Nays, Motion carried

C. Exoneration – Tax Collectors 2016-2017 Real Estate/Interim Taxes

The following tax collector(s) of the Catasauqua Area School District request exoneration from collecting the following real estate and interim taxes for the 2016-2017 school year in accordance with Section 685 of the Public School code. These taxes are claimed “Delinquent” and will be submitted to Portnoff Associates for further collection as such. The deadline for collection of these taxes was 12-31-16.

| Tax Collector | Municipality | 2016-2017 Base Real Estate | 2016-2017 Interim |
|----------------------|---------------------|-----------------------------------|--------------------------|
| James Delbertis | Catasauqua | \$160,736.93 | \$212.29 |
| Catasauqua Area SD | Hanover Twp | \$59,366.58 | \$0 |
| Donna Schifko | North Catasauqua | \$110,416.43 | \$0 |
| | TOTAL | \$330,519.94 | \$212.29 |

ROLL CALL VOTE

MOTION BY: Deitrich *SECONDED BY:* Hartranft

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

NAY: 0

Seven Ayes, Zero Nays, Motion carried

15. PERSONNEL

A. Intent to Retire

Approval is requested to accept the Intent to Retire, effective at the end of the 2016-2017 school year:

| Name | Assignment | Years of Service |
|----------------|--------------------|-------------------------|
| Michael Conner | Elementary Teacher | 35 Years |

B. Retirement

| Name | Assignment | Effective Date |
|--------------|-------------------|-----------------------|
| Paul Holaska | Transportation | January 31, 2017 |

C. Removal of Substitute Teachers/Aides for the 2016-2017 School Year:

| Name | Reason |
|--------------------------|----------|
| Desiree Diaz | Personal |
| Susan Santa Maria-Ritter | Personal |
| Terri-Jean Walck | Personal |

D. Approval of FMLA for Employee # 1752

Approval for FMLA for employee #1752 effective upon exhaustion of all personal and sick leave beginning approximately March 22, 2017.

E. Substitute Employees

The following applicants have requested to be added to the substitute employment list for the 2016-2017 school year:

| Name | Assignment |
|----------------|----------------------------------|
| Randy J. Tkach | Substitute Custodial/Maintenance |

Items 15A, 15B, 15C, 15D, and 15E were combined by Board request

ROLL CALL VOTE

MOTION BY: Deitrich

SECONDED BY: C. Nace

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

NAY: 0

Seven Ayes, Zero Nays, Motion carried

16. CURRICULUM**A. Catasauqua High School Career Planning Guide**

Approval is requested for the Catasauqua High School Career Planning Guide for the 2017-2018 school year as presented.

** Donald Panto returns to the meeting at 10:02 p.m.*

MOTION BY: Deitrich

SECONDED BY: Hartranft

Motion carried

17. BOARD APPROVALS**A. [Approval of Collective Bargaining Agreement For Catasauqua Area School District Employees, July 1, 2017 to June 30, 2022 Between the Catasauqua Area School District and the Catasauqua Area Education Association \(redline version\)](#)****ROLL CALL VOTE**

MOTION BY: Deitrich

SECONDED BY: Hartranft

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

NAY: 0

Eight Ayes, Zero Nays, Motion carried

B. Approval of Addendum to Agreement for Collection of Delinquent Real Estate Taxes on Behalf of the Catasauqua Area School District

Administration requests approval of this addendum which authorizes Portnoff Law Associates to continue collection of delinquent Real Estate Taxes.

C. Approval to Attend Conferences

D. Approval of Tax Collector Compensation – Base Amount and Amount Per Bill Posted and Remitted to the District, 2018-2021 (Prior Year Comparison)

E. Approval of the Agreement Between the Catasauqua Area School District and K12 Services, Inc. for Third Party Procurement Specialist Services for the Procurement of School Food Service Commercial and Commodity Foods and Supplies in Accordance with the Le-Nor-Co Purchasing Cooperative Request for Proposals

NOTE: At this time, 10:05 p.m., Mrs. Hahn requested Board Consideration of approval of the First Reading of Policies, #811, #907, and #627

Items 17B, 17C, 17D, and 17E were combined by Board request

ROLL CALL VOTE

MOTION BY: Deitrich SECONDED BY: C. Nace

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

NAY: 0

Eight Ayes, Zero Nays, Motion carried

18. OLD BUSINESS

19. NEW BUSINESS

20. COMMENDATIONS

21. INFORMATION ITEMS

22. CORRESPONDENCE

Items 18, 19, 20, 21, and 22 were combined by Board request

Eric Dauberman – Thank you to the Sheckler Staff for donating and providing much needed gifts for our families during the holiday season.

Bryan Klass – Spelling Bee was held on January 10, 2017

Jason Bashaw – Thank you for allowing me to serve the Catasauqua Area School District

Christina Lutz-Doemling – Thank you to Adam Schnug for managing the Keystone Testing at Catasauqua High School

Robert J. Spengler – Congratulations to our new Board Members. We will be discussing Bullying Interventions at our February 14th meeting and Emergency Preparedness at our March 14th meeting.

David Ascani – Keystone Testing is completed. The second semester is starting soon.

Penny Hahn – Thank you for voting me to serve as your President in 2017.

23. RECOGNITION OF GUESTS & VISITORS

24. NEXT MEETING DATE

A. Tuesday, February 14, 2017 7:00 P.M. School Board Meeting

25. ADJOURNMENT

MOTION BY: Deitrich

SECONDED BY: Hartranft

Motion carried

Time Adjourned: 10:10P.M.

Respectfully submitted,

Duane Deitrich
Secretary