

**MINUTES**  
**CATASAUQUA AREA SCHOOL DISTRICT**  
**Tuesday, August 9, 2016**  
**7:00 P.M. – District Administration Office**

**1. CALL TO ORDER .....** Vice President, Carol Cunningham  
*Vice President Carol Cunningham Called the Meeting to Order at 7:04 P.M*

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

**3. ROLL CALL VOTE**

Board Members		Non Board Members	
Penny Hahn		Robert J. Spengler	X
Carol Cunningham	X	Dave Knerr	X
Donald Panto	X	Christina Lutz-Doemling	X
Duane Deitrich	X	Lois Reed	X
Carol McCarthy		Kathleen Kotran	X
Dawn Berrigan		Wayne Karess	X
Christine Nace	X	David Ascani	X
Rodney L. Nace		Melissa Inselmann	
Mary Alice Hartranft	X	Eric Dauberman	X
		Bryan Klass	X
Student Representatives		Adam Schnug	X
		Thomas Moll	

*X = Present*

*Visitors: See List inserted in Permanent Minute Book*

**4. ELECTION OF BOARD SECRETARY**

Call for nominations for Secretary –four-year-term – effective July 1, 2016 to June 30, 2020

Nominations:

*Duane Deitrich Nominated by Christine Nace*

Nominations Closed:

Ballot for Secretary *Duane Deitrich*

**ROLL CALL VOTE**

*MOTION BY: Deitrich*

*SECONDED BY: Cunningham*

*AYE: Deitrich, Panto, Cunningham, C. Nace, Hartranft*

*NAY: 0*

*Five Ayes, Zero Nays, Motion carried*

**5. NOTICE OF EXECUTIVE SESSIONS**

- A. An Executive Session for Legal and Personnel Reasons Will be Held Before the Meeting at 6:30 P.M.  
*Executive Session was held from 6:30 P.M. until 6:55 P.M*

**6. PRESENTATIONS/AUDIENCE INPUT ON AGENDA**

- A. None

**7. ADMINISTRATION/BOARD DISCUSSION & REPORTS**

- A. None

**8. APPROVAL OF MINUTES FROM PRIOR MEETING(S)**

- A. **School Board Meeting Held on June 14, 2016**

**9. RATIFICATION OF TREASURER'S REPORT FOR JUNE 2016****10. APPROVAL OF TREASURER'S REPORT FOR JULY 2016****11. RATIFICATION OF BUDGET TRANSFERS JUNE 2016****12. APPROVAL OF BUDGET TRANSFERS JULY 2016****13. APPROVAL FOR PAYMENT OF ALL A/P BILLS AUGUST 2016****14. APPROVAL TO RATIFY ALL EXPENSES OTHER THAN A/P JUNE 2016****15. APPROVAL TO RATIFY ALL EXPENSES OTHER THAN A/P JULY 2016 WITH THE EXCEPTION OF CHECK # 11787 (Albarell-general fund) IN THE AMOUNT OF \$9,163.00****15.A APPROVAL TO RATIFY CHECK # 11787 (Albarell -general fund) IN THE AMOUNT OF \$9,163.00****16. FINANCIAL****A. Charge 2016-2017 Tax Duplicates/Approve Bonds**

The tax duplicates listed below for the 2016-2017 fiscal year to be charged to the tax collectors of the Catasauqua Area School District. The tax collectors have furnished proper bonds as reviewed by the Business Office (Public School code 682, 684).

<b>Municipality</b>	<b>Real Estate</b>	<b>Interim</b>	<b>Bonds</b>
Catasauqua	\$5,144,825.30	\$373.21	USI Mid-Atlantic Inc.
North Catasauqua	\$2,677,890.06	\$293.67	Erie Insurance Company
Hanover	\$8,344,466.62	-0-	

**17. PERSONNEL****A. Resignations**

1. Name: Mark Moore  
 Status: High School Science Teacher  
 Assignment: Catasauqua High School  
 Reason: Personal  
 Effective: June 10, 2016

2. Name: Barry Steckel  
 Status: Substitute Bus Driver  
 Assignment: Districtwide  
 Reason: Personal  
 Effective: July 11, 2016
3. Name: Dennis Kisthart  
 Status: Bus Driver  
 Assignment: Districtwide  
 Reason: Personal  
 Effective: July 11, 2016

### **B. Nomination for Appointment**

1. Name: **Elyse Gair**  
 Status/Assignment: Catasauqua High School Math  
 Salary: TBD  
 Step/Credits/Year: BS+0/Step 2  
 Benefits: As per Collective Bargaining Agreement  
 Effective: August 18, 2016
2. Name: **Scott Smith**  
 Status/Assignment: Districtwide Bus Driver  
 Salary: \$17.63/hour  
 Effective: August 29, 2016

### **C. Substitutes**

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

<b>Name</b>	<b>Assignment</b>
Janice Kovacs	Non-Certified Instructional Aide Substitute

### **D. Re-Approval of the Following Substitute Teachers for the 2016-2017 School Year:**

The attached list of current Substitutes have requested to be re-approved for the 2016-2017 Substitute Employment List, pending receipt of their required clearances

### **E. Approval of Student Teachers/Interns**

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

College - Kutztown University	Effective August 30, 2016 to October 21, 2016
Name: Margaret Bucci	High School Art, Barbara Resto
College – Moravian	Effective October 24, 2016 to December 9, 2016
Name: Gary Helm	High School Social Studies, Alexis Sziy
College – Kutztown University	Effective October 24, 2016 to December 15, 2016
Name: Trevor Fick	Elementary, Bradley Evans
Name: Natalie Schafer	Elementary, Kelly Strauch
Name: Margaret Bucci	Elementary Art, Daniel Kotran
Name: Amy Daub	Elementary, Michael Conner
Name: Alison Kovacs	Elementary, Michele Hillanbrand

**F. Removal of the Following Substitute Teachers for the 2016-2017 School Year:**

<b><u>Name</u></b>	<b><u>Reason</u></b>
Kayla Bringenberg	Did Not Work
Jessica Gildner	Did Not Work
Dawn Heckman	Did Not Work
Ashley Krutsick	Did Not Work
Jennifer Michaylira	Did Not Work
Jamie Morgan	Did Not Work
Megan Ramirez	Did Not Work
Loren Rich	Did Not Work
Maria Staniszewski	Did Not Work
Zachary Winter	Did Not Work

**G. Appointment of Extra-Curricular Positions – 2016-2017 School Year**

It is recommended that the names listed below of extra-curricular positions be appointed as noted for the 2016-2017 school year:

<b>#</b>	<b>Name</b>	<b>Position</b>	<b>Stipend</b>
1	Judith Evans	Middle School Scholastic Bowl (shared)	\$509.00
2	Michaela LaBar	Freshman Class Advisor	\$649.00
3	Joshua Inman	Sophomore Class Advisor	\$1,282.00
4	Ashley Schmidt	Senior Class Advisor	\$1,467.00
5	Daniel Wismer	High School Yearbook Advisor	\$3,445.00
6	James Schaffer	Brown And White Advisor (shared)	\$1,672.50
7	Jonathan Fenner	Assistant Football Coach	\$4,633.00
8	Mark Batholomew	Assistant Football Coach	\$4,633.00
9	Glenn Reightler	Head Track Coach	\$5,399.00
10	David Stires	Assistant Track Coach	\$2,671.00
11	Dylan Haklar	Assistant Track Coach	\$2,671.00
12	David Burkler	Assistant Track Coach	\$2,671.00
13	Steven Bradley	Head Baseball Coach	\$5,399.00
14	Eric Snyder	Assistant Baseball Coach	\$2,242.00
15	Steven Ritter	Assistant Baseball Coach	\$1,550.00
16	Andrew Oswald	Assistant Baseball Coach	\$1,550.00
17	Robert Thomas	Head Softball Coach	\$5,399.00
18	Andrea Eck	Assistant Field Hockey Coach	\$2,671.00
19	James D'Annibale	Assistant Marching Band Director	\$1,733.00
20	Todd Rushatz	Assistant Middle School Soccer Coach	Volunteer

**H. Nomination for Re-Appointment CERTIFIED INSTRUCTIONAL AIDES**

Administration recommends re-appointment of the following individuals as Certified Instructional Aides to perform the duties of the identified assignment, at the daily rate of \$150.00 effective August 22, 2016 to June 9, 2017 with benefits as per CBA:

<b><u>Instructional Aide</u></b>	<b><u>Building Assignment</u></b>	<b><u>Assignment Type</u></b>
James Snyder	CMS	Emotional Support
Colleen Whitsett	SES	Title I
Emma Jones	SES	Title I
Terri Lubenesky	SES	Title I

**I. Nomination for Re-Appointment of NON-CERTIFIED INSTRUCTIONAL AIDES**

Administration recommends re-appointment of the following individuals as Non-Certified Instructional Aides to perform the duties of the identified assignment, at the daily rate of \$112.50 effective August 22, 2016 to June 9, 2017 with benefits as per CBA:

<b><u>Instructional Aide</u></b>	<b><u>Building Assignment</u></b>	<b><u>Assignment Type</u></b>
Jacqueline Yanek	CHS	Work Exp./Life Skills
Jessica Suhaka	CHS	Work Exp./Life Skills
Phillip Dorn	CHS	Study Halls/1 to 1(Learning Support)
Susan Lesko	CHS	Emotional Support
Suzanne Moser	CHS	Study Halls/Library
Yvette Campbell	CHS	Library
Cherie Gebhardt	CMS	Life Skills
Joan Korp	CMS	Life Skills
Joann Heffner	CMS	Learning Support 7/8
Lisa Casciotti	CMS	Learning Support 5/6
Tanya Saruba	CMS	Emotional Support
Casey Gillespie	SES	Life Skills
Claire Murawski	SES	Learning Support-KDG
Gwen Mutarelli	SES	One to One Learning Support
Laurie Nebbia	SES	Learning Support-1st
Lois Morissey	SES	One to One Learning Support
Sarah Forstoffer	SES	One to One Life Skills

**18. BOARD APPROVALS****A. Appointment of Student Representatives (2) to the Board of School Directors for the 2016-2017 School Year**

Approval is requested to appoint the following as the two (2) Student Representatives to the Board of School Directors of the Catasaquua Area School District as a result of application and subsequent review by the Catasaquua High School Administration

**Samuel Safadi**  
**Sofia Alquirih**

**B. Appointment of Student Representatives (2) to the Catasauqua Borough Council**

Approval is requested to appoint the following as the two (2) Catasauqua High School Student Representatives to the Catasauqua Borough Council for the 2016-2017 school year.

**Samuel Safadi**

**Allyson Kovach**

**C. Appointment of Student Representatives (2) to the North Catasauqua Borough Council**

Approval is requested to appoint the following as the two (2) Catasauqua High School Student Representatives to the North Catasauqua Borough Council for the 2016-2017 school year.

**Kayla Binder**

**Kaitlyn (J.J.) Gillespie**

**D. Approval of Innovative Arts Academy Charter School Food Service Contract**

Superintendent requests for approval of the Innovative Arts Academy Charter School Food Service contract for the 2016-2017 school year.

**E. Review of 2015 State Ethics Forms – Statement of Financial Interest**

Approval of review of Statement of Financial Interests of all current board members and persons who were Public Officials in 2015 or 2014 in accordance with board resolution of May 23, 2006.

**F. Approval of Sheckler Elementary School Student Handbook 2016-2017 School Year**

Request is made for board approval of the Sheckler Elementary School Student Handbook for the 2016-2017 school year as presented.

**G. Approval of Catasauqua Middle School Student Guidelines 2016-2017 School Year**

Request is made for board approval of the Catasauqua Middle School Student Guidelines for the 2016-2017 school year as presented ([CMS Guideline Changes Only](#))

**H. Approval of Catasauqua High School Student Handbook Revisions 2016-2017 School Year**

Request is made for board approval of the Catasauqua High School Student Handbook revisions.

**I. Approval to Attend Conferences**

**J. Approval of Van/Bus Stops 2016-2017 School Year.**

Approval of Van/Bus Stops for the 2016-2017 School Year. 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 be made available at all times. Additionally, changes are stored within the transportation software management system.

*Items 8A, 9, 10, 11, 12, 13, 14, 15, 15A, 16A, 17A, 17B, 17C, 17D, 17E, 17F, 17G, 17H, 17I, 18A, 18B, 18C, 18D, 18E, 18F, 18G, 18H, 18I, and 18J were combined by Board request*

**ROLL CALL VOTE**

*MOTION BY: Deitrich      SECONDED BY: C. Nace*

*AYE: C. Nace, Deitrich, Panto, Cunningham, Hartranft*

*NAY: 0*

*Five Ayes, Zero Nays, Motion carried*

**19. OLD BUSINESS**

**20. NEW BUSINESS**

**21. COMMENDATIONS**

**22. INFORMATION ITEMS**

**23. CORRESPONDENCE**

*Miscellaneous updates and information items were provided.*

**24. RECOGNITION OF GUESTS & VISITORS**

*Elyse Gair, newly appointed math teacher, expressed her gratitude for the opportunity to teach at the Catasauqua High School.*

**25. NEXT MEETING DATES**

A. Tuesday, September 13, 2016      7:00 P.M.      School Board Meeting

**26. ADJOURNMENT**

*MOTION BY: Deitrich*

*SECONDED BY: Hartranft*

*Motion carried*

**Time Adjourned: 7:16 P.M.**

Respectfully submitted,

Duane Deitrich  
Secretary