

MINUTES
CATASAUQUA AREA SCHOOL DISTRICT
 Tuesday, May 10, 2022
 7:00 PM – District Administration Office

1. CALL TO ORDER President, Duane Deitrich
President, Duane Deitrich, 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	
Duane Deitrich	X	Robert J. Spengler	X
Carol Cunningham	X	Dave Knerr	X
Jason Bashaw	X	Christina Lutz-Doemling	X
Donald Panto	X	Lindsey Wallace	X
Lauren Cieslak	X	Kathleen Kotran	X
Christy Cooper	X	Paul Reilly	
Jillian Emert	X	Eric Dauberman	X
Dale Hein	X	Melissa Inselmann	X
Shawn McGinley		Adam Schnug	X
Student Representatives		Daniel Muthersbaugh	
Angele Diamacoune	X	Thomas Moll	X
Hannah Kurczeski	X	Ronald DeMaio	
Grant Heimbecker (Alternate)		Kimberly Mooney	X

X=Present

V=Virtually 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, 2022 to June 30, 2023

Nominations:

Donald Panto Nominated by Carol Cunningham

Nominations Closed:

Ballot for Treasurer

Donald Panto

AYE: Bashaw, Emert, Cooper, Cunningham, Hein, Cieslak, Deitrich

NAY: 0

Abstention by Panto

Seven Ayes, Zero Nays, Motion carried

5. NOTICE OF EXECUTIVE SESSION

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 7:00 P.M

6. PRESENTATION/AUDIENCE INPUT ON AGENDA

A. Recognition of the Heroism of Staff and Emergency Personnel – Robert Spengler
Mr. Spengler, Mr. Deitrich, Krista Martell, and Kyle Martell all recognized and presented an award for “Lifesaving and Meritorious Action” to each individual listed below who assisted in the heroic lifesaving actions that occurred on Thursday, April 21, 2022.

<i>Doctor Robert A. Palermo, DO</i>	<u><i>North Catasauqua Police Department:</i></u>
<i>Brian D. Pepe, Physician Assistant</i>	<i>Officer Brian Douglas</i>
<i>Eric Dauberman –Elementary Principal</i>	<u><i>Catasauqua Police Department:</i></u>
<i>William Cecchini-CMS Substitute</i>	<i>Officer Brandon Gianopulos</i>
<i>Jennifer Churetta- Certified School Nurse, RN</i>	<i>Officer Rebecca Saborsky</i>
<i>Terri Bastow -School Nurse, RN</i>	<u><i>Northampton Regional EMS:</i></u>
<i>Donna Tercha – Certified School Nurse, RN</i>	<i>Christopher Peischl, Paramedic</i>
<i>Emily DeOliveira – Middle School Teacher</i>	<i>Jamie Slotter, Paramedic</i>
<i>Melissa Inselmann-Middle School Principal</i>	<i>Suzette Lydick, EMT</i>
<i>Ms. Rachel Moyer-Gregory Moyer</i>	<i>Scott Greenawalt, EMT</i>
<i>Defibrillator Fund</i>	

B. [DaVinci Award Video](#) – Eric Dauberman, Kathy Kotran, Daniel Kotran
Mr. Kotran was recognized for his award as one of the 3 Top STEAM Teachers in the Lehigh Valley.

C. Sheckler Elementary School Students of the Month –Eric Dauberman

Grade - 1				
JULIAN ORTIZ	ELENA BERNINI	ZOE SWARTWOOD	GARRETT DOTTERER	NICHOLAS ALARCON

D. Spring Music Department Disney World Trip in 2024 – Robert Arnold
Mr. Arnold presented and requested a Disney Trip 2024. Board acknowledged their support and will be approved in June.

7. ADMINISTRATION/BOARD DISCUSSION & REPORTS

A. Academics and Education – Christina Lutz-Doemling

Kathy Kotran provided the [attached](#) and below overview of grants:

- **Grant Overview- 2021-22 and upcoming 2022-23 allocations**
Please review the grant overview document that provides funding amounts and details on how Title 1, Title 2A, and Title IV grants were spent for the current school year. The document also provides details of ESSER, IDEA, state and local grants.
- *We have received our final 2021-22 allocations for the Title 1, 2A, and IV grants and working on finalizing the funds. We are anxiously awaiting for the 2022-23 grant allocations to be posted. Next year, Title funds will be spent similarly to this year.*

- *All ESSER grants have been approved by PDE. ESSER federal funds are to assist districts in preventing, preparing for, and responding to the COVID-19 pandemic. ESSER I's funding period will end on Sept. 30, 2022. ESSER II funding will end on Sept. 30, 2023, and all of the ESSER ARP funds, which includes 7% set aside grant for learning loss, summer and after school programs, and ARP homeless, will end on Sept. 30, 2024.*
- **Title 1 Equity Plan**
At last month's board meeting, the Title 1 Equity Plan was approved but to provide some information on the plan it is a Federal requirement that ensures the poor and minority students in Title I schools are not being taught at a disproportionate rate by teachers who are unqualified, inexperienced, or who are teaching out of the field.
- **Title 1 LEA and Sheckler Parent & Family Engagement Policies**
In accordance with the Federal Programs Monitoring Title I Audit, the first reading of the District and Sheckler's Title 1 Parent & Family Engagement policies are on for board approval. The Policies have been updated to meet the current federal requirements. We will be meeting with the Title 1 committee, which includes staff and parents, to review the policies prior to the end of the school year.

Christina provided an overview of current initiatives. Jillian asked if online tutoring will continue.

B. Finance – Robert J. Spengler

Mr. Spengler provided an update on the Budget development and well as the status of audit planning with our new audit firm, Campbell, Rappold, Yurrasits (CR&Y).

C. Building & Grounds – Robert J. Spengler

Mr. Spengler provided an overview of the Summer projects, as well as the Field and Fieldhouse projects.

D. Policy – David Knerr

- **Policy #918** - Title I Parent and Family Engagement-District (LEA)
First Reading
- **Policy #918-A** - Title I Parent and Family Engagement-Sheckler Elementary School First Reading
- **Policy #207** – Student Records First Reading

Mr. Knerr detailed the Policies 918, 918-A, and 207. Mr. Hein indicated we should look at the Use of Facilities Fee Schedule and adjust in accordance with our current practice.

E. Athletics-Thomas Moll

Mr. Moll provided an overview of current programs and student involvement. Golf tournament date provided.

F. Carbon Lehigh Intermediate Unit # 21 – Duane Deitrich

Mr. Dietrich indicated that the IU discussed Deaf, Hearing Impaired technologies. Braille iPad also demonstrated. IU Golf Tournament also announced.

- G. Borough of Catasauqua – Dale Hein
Mr. Hein attended the most current meetings. Speed limit signs in front of Sheckler have been removed and moved to Pine St. Mr. Spengler will monitor and request replacement if not returned soon.
- H. Borough of North Catasauqua – Jason Bashaw-*No Updates for Tonight*
- I. Hanover Township – Lindsey Wallace
Donation of \$1800 to C3P Foundation by Hanover Twp. Warehouse on Lloyd St. in near future. 1960 Weaversville Rd. has begun construction.
- J. PSBA Liaison Update – Donald Panto
Annual conference in Fall. Mr. Panto would like to attend. Also an opportunity for our Music programs to perform.
- K. Lehigh Career & Technical Institute Update – Jillian Emert
Ms. Emert college credit program announced - 44 students. Commonwealth Scholarship available for students. Ms. Emert announced a new Exec Director will be announced at the next meeting.
- L. Student Representatives - Angele Diamacoune & Hannah Kurczeski, Alternate-Grant Heimbecker
Angie announced a DUI exhibit was held at CHS. AP Exams completed. Hannah announced Chorus Concert, Prom, and other upcoming end of year activities.

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

A. **School Board Meeting Held on April 12, 2022**

9. **APPROVAL OF TREASURER’S REPORT FOR APRIL 2022**

10. **APPROVAL OF BUDGET TRANSFERS APRIL 2022**

11. **APPROVAL FOR PAYMENT OF ALL A/P BILLS MAY 2022**

12. **APPROVAL TO RATIFY ALL EXPENSES OTHER THAN A/P APRIL 2022**

Items 8A, 9, 10, 11 and 12 were combined by Board request

ROLL CALL VOTE

MOTION BY: Cunningham SECONDED BY: Hein

AYE: Cunningham, Bashaw, Hein, Cooper, Cieslak, Emert, Panto, Deitrich

NAY: 0

Eight Ayes, Zero Nays, Motion carried

13. FINANCIAL

A. Approval of Catasauqua Area School District Final Budget 2022-2023 (Proposed)

Approval of Catasauqua Area School District Final Budget 2022-2023 (Proposed) The Board hereby adopts the attached draft budget as the proposed final budget for fiscal year 2022-2023, 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 2022-2023 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 14, 2022. 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 \$38,960,414 for fiscal year 2022-2023, and balances anticipated revenues and expenditures with an anticipated real estate tax rate of 19.9477 mills in Lehigh County and 56.1601 mills in Northampton County.

ROLL CALL VOTE

MOTION BY: Hein SECONDED BY: Emert

AYE: Cunningham, Emert, Panto, Hein, Cooper, Cieslak, Bashaw, Deitrich

NAY: 0

Eight Ayes, Zero Nays, Motion carried

14. PERSONNEL

A. Substitutes

The following applicants have requested to be added to the Substitute Employment List for the 2021-2022 School Year as follows:

Name	Assignment
June Linton	Substitute Custodian
Matthew Trust	Substitute Teacher*

* pending receipt of employment paperwork

B. Resignation

- Employee: Thomas Eroh
Status: Substitute Bus Driver
Reason: Personal
Effective: June 9, 2022

2. Employee: Kelly Robertson
 Status: High School ELA Teacher
 Reason: Personal
 Effective: June 8, 2022

C. Nomination for Appointment

1. Name: Carolyn Humes *
 Status: Elementary Assistant Principal
 Assignment: Sheckler Elementary School
 Rate of Pay: \$88,000
 Benefits: As Per Act 93 Agreement
 Effective: July 1, 2022
2. Name: ElizaRae Michaud *
 Status: Districtwide ESL Teacher
 Assignment: Districtwide
 Rate of Pay: \$64,374
 Benefits: As Per Collective Bargaining Agreement
 Effective: August 17, 2022
3. Name: Charles Matz*
 Status: High School Art Teacher
 Assignment: Catasauqua High School
 Rate of Pay: \$59,663
 Benefits: As Per Collective Bargaining Agreement
 Effective: August 17, 2022

* pending receipt of employment paperwork

D. Change in Employment Status

1. Aaron Bilby
 Previous Status: Substitute Teacher
 Current Status: High School Physics Teacher
 Assignment: Catasauqua High School
 Salary: \$61,808
 Benefits: As Per Collective Bargaining Agreement
 Effective: August 17, 2022
2. Edward Heiser
 Previous Status: Custodial A Position
 Current Status: Custodial Leader
 Assignment: Districtwide
 Salary: \$65,088
 Benefits: As Per Collective Bargaining Agreement
 Effective: May 11, 2022

E. Approval for Days Without Pay

1. Name: Cynthia Bass
Reason: Personal
Effective: May 19 & 20, 2022 Full Days
2. Name: Morgan Kemmerer
Reason: Personal
Effective: April 21 & 22, 2022 Full Days
3. Name: Cecilia Ramirez
Reason: Personal
Effective: April 28, 2022 Full Day
4. Name: Allysha Weaver
Reason: Personal
Effective: May 16, 2022 Full Day

F. Student Custodian Summer Employment – Summer of 2022

Recommendation to hire the following for districtwide summer employment:

Name	Pay Rate	Effective
Delaney Troxell*	\$10.00/hour	June 13, 2022
Anthony Berrios*	\$10.00/hour	June 13, 2022
Joseph Fischl	\$10.00/hour	June 13, 2022
Bruce Fryslin	\$10.00/hour	June 13, 2022
Nikoli Polles	\$10.00/hour	June 13, 2022
Luis Silva	\$10.00/hour	June 13, 2022

*pending receipt of employment paperwork

**G. Approval for Short Term Substitute Rate of \$180.00 Per Day for Andrew Brett **
Approximate Effective Date May 9, 2022 to End of the School Year**

** Locally Issued Temporary Certification for Substitute Teacher Under Act 36

H. Approval of FMLA for Employee # 460

Approval for FMLA for employee #460 effective April 21, 2022, to May 13, 2022

I. Approval of Student Teachers/Interns

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

College – Wilkes University	Effective: May 9, 2022 to July 31, 2022
Student Name: Daniel Kotran	Instructional Technology: Kathleen Kotran

15. BOARD APPROVALS

A. Grant Applications: 2022-2023 School Year

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

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

B. 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 2022 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.

Items 14A, 14B, 14C, 14D, 14E, 14F, 14G, 14H, 14I, 15A, and 15B were combined by Board request

ROLL CALL VOTE

MOTION BY: Cunningham SECONDED BY: Cieslak

AYE: Cieslak, Emert, Hein, Bashaw, Cooper, Cunningham, Panto, Deitrich

NAY: 0

Eight Ayes, Zero Nays, Motion carried

C. Approval of Policy – First Reading

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

Section: Community

Policy: #918

Title: Title I Parent and Family Engagement-District (LEA)

D. Approval of Policy – First Reading

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

Section: Community

Policy #: 918-A

Title: Title I Parent and Family Engagement-Sheckler Elementary School

E. Approval of Policy – First Reading

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

Section: Pupils

Policy #: 207

Title: Student Records

F. 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.

NONE

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

ROLL CALL VOTE

MOTION BY: Cunningham SECONDED BY: Cooper

AYE: Cooper, Cunningham, Cieslak, Bashaw, Emert, Panto, Hein, Deitrich

NAY: 0

Eight Ayes, Zero Nays, Motion carried

16. COMMENDATIONS

** At this point Ms. Emert made a motion to accept the donation of an AED from Rachel Moyer, on behalf of the Gregory Moyer Defibrillator Fund.*

MOTION BY: Emert SECONDED BY: Hein

VOICE VOTE

Eight Ayes, Zero Nays, Motion carried

17. INFORMATION ITEMS**18. CORRESPONDENCE**

Kathy Kotran: Recognized the Technology Leaders in each building for deploying new MacBooks in their respective buildings. Old MacBooks are being evaluated for trade-in.

Tom Moll: Recognized transportation and maintenance/grounds crew for an incredible job in managing Spring Sports and the inclement weather impacts.

Eric Dauberman: Testing complete - electronic version. May 18 2nd K Registration. Egg Drop May 16. Fun Days this month. Field Trips upcoming to Canal, Jacobsburg Park, etc. Thank you for approving our new Sheckler Leadership Team!

Melissa Inselmann: Achievement Night well attended. 8th Grade Formal Dance was held. Alg. 1 Keystones on May 17/18. Weller Center presentations upcoming. 5th Grade Transition Events. Field Days and Field Trips in May. Talent Shows, Promotion in June. Star Players of the Month were recognized.

*Adam Schnug: Middle States visitation complete and accreditation was received. Thank you for the new hires this evening. Col. Kevin Hickey spoke with students regarding military careers. Thank you to our Student Reps for representing CHS well. Prom at Blue Mountain May 13. Concert Saturday 1pm - Concert Band, 7pm tomorrow night - Chorus Concert. June 1 8am Senior Awards. Senior activities all occur in person and students are very excited!
Christy Cooper: Welcome to the new Administrators and Teachers.*

Jason Bashaw: Welcome to new Staff. It was a pleasure to be part of the process.

Don Panto: Appreciated hearing all of the activities that occur annually, especially end of year.

Lauren Cieslak: Achievement night was beautiful! Great night. Reaffirmed Student Reps high quality and representation. So nice to see all of the end of year activities.

Jillian Emert: Happy School Nurse's Week. We truly appreciate our Nurses! Thank you for all of the Students of the Month!

Dale Hein: Top Workplace again 2022 Mid Size #1! We are also the oldest company listed On 4/4, Delaney Troxell pitched a perfect game. Delaney is a Sophomore, selected by PIAA to attend the Student Athlete Summit in Indianapolis.

Lindsey Wallace: Financial Software is Live. Training on May 18 for Admin.

Carol Cunningham: Thank you to Rob and Carey for their participation and my deepest condolences on the passing of Mr. Spengler's Mother in Law.

Dave Knerr: Our Student Representatives have been fantastic this year!

Christina Lutz-Doemling: Thank you to Shelley Keffer and completion of the Special Education Plan.

Robert Spengler: Congratulations to our new School Leaders and Staff. Announced the third Top Workplace Award (2020, 2021 and 2022) and the 2022 Doers Award! Thank you for allowing us to showcase the current events, awards and accolades.

Mr. Dietrich: Congratulations to our new staff and a Great Day to Be a Rough Rider!

19. RECOGNITION OF GUESTS & VISITORS

Kristin Brobst: MS Concert also upcoming. In November, thank you to Mr. Schnug and Mr. Arnold for pitching in. Thank you to transportation and athletic depts. For providing transportation and logistical support for competitions. Drum and Bugle Corps may be held here. We were able to assist a few students in need. Tennessee was great.

Mr. Arnold: Discussed the possibility of hosting a Drum and Bugle Corps here. Agreement seemed to exist to host.

20. MEETING DATES

A. Saturday, June 4, 2022 10:00 A.M. Commencement
Catasauqua High School

B. Tuesday, June 14, 2022 6:15 P.M. Retiree Reception

C. Tuesday, June 14, 2022 7:00 P.M. School Board Meeting

21. ADJOURNMENT

MOTION BY: Emert SECONDED BY: Cieslak
Motion carried

Time Adjourned: 9:45 P.M.

Respectfully submitted,

Jason Bashaw
Secretary