

**MINUTES**  
**CATASAUQUA AREA SCHOOL DISTRICT**  
 Tuesday, March 8, 2022  
 7:00 PM – District Administration Office

1. **CALL TO ORDER** ..... **President, Duane Deitrich**  
*President, Duane Deitrich, Called the Meeting to Order at 7:04 P.M*
2. **PLEDGE OF ALLEGIANCE TO THE FLAG**  
*The Pledge of Allegiance was given*

*\* At this time a moment of silence was given for former Board Member of 25 years, Bennett Lee Koppenhaver September 06, 1936 to February 18, 2022*

**3. ROLL CALL**

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

*X=Present*  
*V=Virtually Present*  
*Visitors: See List inserted in Permanent Minute Book*

4. **NOTICE OF EXECUTIVE SESSIONS**
  - A. An Executive Session for Legal and Personnel Reasons will be Held Prior to the Meeting at 6:00 P.M.  
*Executive Session was held. until 7:00 P.M*
5. **PRESENTATIONS/AUDIENCE INPUT ON AGENDA**
  - A. Nickolas Kupchick - 1st Place PA Invention Convention - Leaf O'Matic-Hillary Atkinson  
*Nickolas was recognized by Hillary Atkinson*

**B. Sheckler Elementary School Students of the Month –Eric Dauberman**

Grade - 2				
ZOEY KALMAN	MAEVE ROTH	RYAN ROTH	HARPER CAVERLY	ADRIANA VANNOTE
				NYAH SAMBOY

**C. 2021 Shop with a Cop Overview-Melissa Inselmann**

*Melissa Inselmann recognized Steve Gensits, LVIAA Police Department, and his hard work and dedication in designing and offering the 2021 Shop with a Cop program. All involved individuals were recognized. 14 students benefited from the program. Sponsors: Home Depot; LV Community Benefit; Target; Phillipsburg Easton Honda; Mission BBQ; LV Chapter, District personnel - . Requested 2 buses next year - Board agreed. Video displayed of the program.*

**6. ADMINISTRATION/BOARD DISCUSSION & REPORTS****A. Academics and Education – Christina Lutz-Doemling**

*Christina Lutz-Doemling: Acknowledged the 4 textbooks on tonight's agenda which will seek final approval during the April board meeting . We will be launching Tutor.com available for HS students, offering tutoring access 24/7.*

**B. Finance – Robert J. Spengler**

*Robert Spengler: Indicated we will hold a Budget meeting on March 29 at 6pm. He provided an overview of revenues, Commonwealth funding, and increasing expenses due to inflationary pressures.*

**C. Building & Grounds – Robert J. Spengler**

*Robert Spengler provided an overview of Facilities related activities and planning*

**D. Policy – David Knerr – Nothing for Tonight****E. Athletics-Thomas Moll**

*Adam Schnug: provided an overview of Wrestling: Finished 4th Overall, District 11; Wrestlers achieved Regionals; and Gaven Fehr, progressing to States. Various other accomplishments and awards were highlighted. 140 students registered for Spring Sports.*

**F. Carbon Lehigh Intermediate Unit # 21 – Duane Deitrich**

*Duane Deitrich: No Feb. meeting. No report*

**G. Borough of Catasauqua – Dale Hein**

*Dale Hein: Workshop and Regular meetings flipped. No school related discussions regarding the SD.*

**H. Borough of North Catasauqua – Jason Bashaw**

*Jason Bashaw: Nothing to Report*

**I. Hanover Township – Lindsey Wallace**

*Lindsey Wallace: Indicated that 6 buildings were sold on Marcon and Irving Streets.*

**J. PSBA Liaison Update – Donald Panto**

*Donald Panto: No report*

**K. Lehigh Career & Technical Institute Update – Jillian Emert**

*560 student applicants as of February. 5th Grade tours, end of March (Morning of Friday the 18th). Interviews will begin for the Exec Dir. Replacement.*

- L. Student Representatives - Angele Diamacoune & Hannah Kurczeski, Alternate-Grant Heimbecker  
*Grant deferred to Angie... Angie and other HS students read to Elem. students. The students were adorable and she loved the experience. On behalf of Hannah, the opening week of Chicago occurs. Also, there will be a student show next week. Our Spirit Week went incredibly well. Lip Sync starting... Grant - First In-Person Student of the Semester Awards were held this week. It was a great experience presenting to the entire student body. The Debate Team will hold the last Round of Semi-Finals next week.*

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

**A. School Board Meeting Held on February 8, 2022**

**8. APPROVAL OF TREASURER’S REPORT FOR FEBRUARY 2022**

**9. APPROVAL OF BUDGET TRANSFERS FEBRUARY 2022**

**10. APPROVAL FOR PAYMENT OF ALL A/P BILLS MARCH 2022**

**11. APPROVAL TO RATIFY ALL EXPENSES OTHER THAN A/P FEBRUARY 2022**

*Items 7A, 8, 9, 10, and 11 were combined by Board request*

**ROLL CALL VOTE**

*MOTION BY: Emert SECONDED BY: Cieslak*

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

*NAY: 0*

*Seven Ayes, Zero Nays, Motion carried*

**12. FINANCIAL**

*None*

**13. PERSONNEL**

**A. Removal of the Following Substitute Employee(s) for the 2021-2022 School Year:**

Name	Position	Reason
Heather Kaswandik	Substitute Teacher	Did Not Renew Employment Clearances
Saul Parker	Substitute Driver	Did Not Renew Employment Clearances
Luciana Bonati	Substitute Driver	Personal

**B. Substitutes**

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

Name	Assignment
Rosemary Hernandez	Substitute Driver
Lorry Bradley	Substitute Teacher*

\* pending receipt of employment paperwork

**C. Approval for Days Without Pay**

1. Name: Allysha Weaver  
Reason: Personal  
Effective: April 21, 2022 Full Day  
April 22, 2022 Full Day

2. Name: Morgan Kemmerer  
Reason: Sick  
Effective: February 23, 2022 Half Day

**D. Approval of Paid Administrative Leave, Effective February 11, 2022 through February 24, 2022 and Paid Sick Leave Effective February 25, 2022 Until June 9, 2022 Using Available Sick and Personal Days for Employee #1325****E. Approval for Substitute Rate of \$130.00 Per Day for Trey Hinkle Effective February 22, 2022****F. Approval for Short Term Substitute Rate of \$180.00 Per Day for Cathy Moore Effective February 11, 2022, Half Day to the End of the 2021-2022 School Year****G. Approval for Short Term Substitute Rate of \$180.00 Per Day for William Cecchini Effective March 2, 2022 until May 24, 2022****H. Resignation**

Employee: #1325  
Status: Assistant Track Coach  
Reason: Personal  
Effective: February 24, 2022  
Status: Middle School Teacher  
Reason: Personal  
Effective: June 9, 2022

**I. Retirement**

1. Employee: Diane Daubert  
Status: Bus Driver  
Effective: June 9, 2022

**J. Appointment of Extra-Curricular Positions for the 2021-2022 School Year**

Name	Position	Stipend
Madison Walker *	Assistant Track Coach	\$2,671
Courtney Grim **	Assistant Softball Coach	Volunteer

\*replaces employee #1325 on sick leave

\*\*pending receipt of employment paperwork

*Items 13A, 13B, 13C, 13D, 13E, 13F, 13G, 13H, 13I, and 13J were combined by Board request*

**ROLL CALL VOTE**

*MOTION BY: Hein    SECONDED BY: Emert*

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

*NAY: 0*

*Seven Ayes, Zero Nays, Motion carried*

**K. Approval of Adjustment to 2021-2022 Secretary/Clerk Salaries, Effective April 1, 2022 and 2022-2023 Salaries, Effective July 1, 2022****ROLL CALL VOTE**

*MOTION BY: Hein    SECONDED BY: Cooper*

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

*NAY: 0*

*Abstention by Panto*

*Six Ayes, Zero Nays, Motion carried*

**L. Approval of Adjustment to 2021-2022 Food Service, Effective April 1, 2022 and 2022-2023 Salaries, Effective July 1, 2022****M. Approval of Adjustment to 2021-2022 Transportation, Effective April 1, 2022 and 2022-2023 Salaries, Effective July 1, 2022****N. Approval of 2022-2023 Custodian and Maintenance Salaries**

Superintendent requests approval of 2022-2023 salaries for Custodial and Maintenance positions, effective July 1, 2022, in form presented to the Board of School Directors.

**O. Change in Employment Status**

Name: Nancy Sankari  
Previous Status: Non -Certified Instructional Aide  
Current Status: Substitute Teacher  
Assignment: Catasauqua Middle School  
Salary: \$130 per day  
Benefits: N/A  
Effective: March 25, 2022

**P. Approval is Requested for the Following Person to be Added to the Gameworker List for the 2021-2022 School Year:**

Todd Rushatz\*

\*pending receipt of paperwork

*Items 13L, 13M, 13N, 13O, and 13P were combined by Board request*

**ROLL CALL VOTE**

*MOTION BY: Emert SECONDED BY: Hein*

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

*NAY: 0*

*Seven Ayes, Zero Nays, Motion carried*

**14. CURRICULUM**

**A. Preliminary Approval of Textbooks**

Administration requests preliminary approval of the following textbooks for Catasauqua High School as follows:

1. **High School Spanish**  
**Title:** *¡Así se dice! Level 1*  
**Author:** Conrad J. Schmitt  
**Publisher:** McGraw Hill Education
2. **High School Spanish**  
**Title:** *¡Así se dice! Level 2*  
**Author:** Conrad J. Schmitt  
**Publisher:** McGraw Hill Education
3. **High School Spanish**  
**Title:** *¡Así se dice! Level 3*  
**Author:** Conrad J. Schmitt  
**Publisher:** McGraw Hill Education

- 4. **High School Spanish**  
**Title:** *¡Así se dice! Level 4*  
**Author:** Conrad J. Schmitt  
**Publisher:** McGraw Hill Education

(Textbook samples will be available for examination and review for a period of greater than 30 days with final adoption April 12, 2022).

**15. BOARD APPROVALS**

**A. Approval of Special Education Services Agreement for the 2022-2023 School Year Carbon Lehigh Intermediate Unit #21**

The Superintendent requests approval of this agreement, providing services for district students with special needs

**B. District Calendar 2022-2023**

Superintendent requests approval of the proposed 2022-2023 district school calendar.

**C. Awarding of Lawn Care Bid**

Approval is requested to award the bid submitted by Zachary Bittner DBA Perfection Landscaping & Lawn Care, (unlimited cuts/trims; three-year contract) for the contract for lawn mowing and related services, and award the contract to the lowest responsible bidder, Zachary Bittner DBA Perfection Landscaping & Lawn Care, as set forth below: (bid tabulation)

Service	Year	Cost
Unlimited cuts/trims	2022	\$51,000
Unlimited cuts/trims	2023	\$51,000
Unlimited cuts/trims	2024	\$51,000
	Total	\$153,000

**D. Approval of School District Auditor**

Approval to appoint **Campbell, Rappold & Yurasits (C. R. & Y.) LLP, CPA's** 1033 S. Cedar Crest Blvd. as the auditor for all school district funds and accounts, review internal controls, perform Single Audit Act compliance and prepare required annual financial reports for a five year contract as follows:

Year Ending	Financial Statement Audit	Single Audit
June 30, 2022	\$20,500.00	\$5,000.00
June 30, 2023	\$21,225.00	\$5,175.00
June 30, 2024	\$21,975.00	\$5,350.00
June 30, 2025	\$22,750.00	\$5,550.00
June 30, 2026	\$23,550.00	\$5,750.00
<b>Additional Consulting Fees:</b>		
Partner: \$215/Hour		
Senior Accountant: \$135/Hour		
Staff Accountant: \$85/Hour		

**E. Approval of the Catasauqua Area School District Comprehensive Plan 2022-2025**

Administration requests approval of the Pennsylvania Department of Education mandated Comprehensive Plan inclusive of the Induction Plan, Professional Education Plan, and Gifted Plan. This document was developed in accordance, and will comply with the applicable provisions of 22 Pa. Code, Chapters 4, 12, 14, 16 and 49 and was made available for public inspection and comment for a minimum of 28 days.

**F. Approval of the Catasauqua Area School District Title I Equitable Services Plan**

Approval is requested for the Catasauqua Area School District Title I Equitable Services Plan

**G. Approval of the Revised 2021-2022 CASD Health and Safety Plan in Accordance with Updated PDE Requirements and Guidelines**

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

**ROLL CALL VOTE**

*MOTION BY: Bashaw      SECONDED BY: Cieslak  
AYE: Cooper, Cieslak, Bashaw, Emert, Panto, Hein, Deitrich  
NAY: 0  
Seven Ayes, Zero Nays, Motion carried*

**H. Tax Assessment Appeal – 794 Roble Road**

Authorization for the solicitor to settle the tax assessment appeal with regard to 794 Roble Road (Health Network Laboratories LP) (PIN 640853936459-1) by establishing a new assessed value of \$11,523,000 2022 and subsequent tax years.

**ROLL CALL VOTE**

*MOTION BY: Emert      SECONDED BY: Bashaw  
AYE: Panto, Bashaw, Cooper, Emert, Hein  
NAY: 0  
**Abstention by Cieslak, Deitrich**  
Five Ayes, Zero Nays, Motion carried*

**I. 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.

**George Wolf Elementary  
254 High Street**



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

*NAY: 0*

*Seven Ayes, Zero Nays, Motion carried*

## **16. COMMENDATIONS**

## **17. INFORMATION ITEMS**

## **18. CORRESPONDENCE**

*Kathy Kotran: Nothing tonight*

*Eric Dauberman: Various activities were announced and described, providing many outlets for our students and staff. Read Across America events were enjoyed by all. Candy sale for HSA begins this week. Ms. Casto will start Monday. Principal interviews will occur on Monday.*

*Melissa Inselmann: CMS Read Across America activities occurred throughout last week. Various staff and student training exercises were explained, including Safe 2 Say, OLWEUS, and more. Weller Center will be back tomorrow for various Health related exercises. Professional Development on Friday. 5th Grade going to LCTI for STEM activities and lab experiences. 4th Grade Orientation starts in April. Melissa commended Dave Linton for purchasing 2 pairs of sneakers for a student in need and replenished a pair in the CMS Closet. His initiative facilitated others to donate 19 pairs of shoes for the CMS Closet.*

*Adam Schnug: Student of the Semester Ceremony held Feb 28. Spirit Week was incredibly successful and a refreshing change. Dr. David Hoch, Catty Alumni donated books to CHS students. Interest in activities is increasing significantly. Angie has been accepted to Cornell. Kris Brobst relayed various activities and information for Mr. Schnug to announce.*

*Grant Heimbecker /Angie Diamacoune: Thank you for promoting online tutoring. It's a true need for many students. Angie thanked the School and School Board for the opportunities presented for herself and all Catty students.*

*Christy Cooper: Congrats to Angie! Thank you for reading to Kindergarten students. Acknowledged the work by Mr. Danny Kotran on the entrance wall, commemorating retired teachers, and throughout the building.*

*Jason Bashaw: Looking forward to participating in the interview process for Elementary Principal.*

*Don Panto: Nothing today*

*Lauren Cieslak: Draw attention to our Social Media pages, highlighting the accomplishments of our students and staff. Thank you to the High School students coming to Sheckler.*

*Robert Spengler: Some of the final steps to come out of the Pandemic - transportation masking, lunches, etc. It's a pleasure to co-lead our District with everyone around this Table.*

*Dale Hein: CMS Catty Flag needs to be addressed. Maybe Mr. Spengler can arrange group tours of buildings.*

*Lindsey Wallace: Good luck to our students. Getting ready for Budget and hopefully a great Spring Sports Season!*

*Duane Deitrich: Congrats to our Student Reps, and All!*

## **19. RECOGNITION OF GUESTS & VISITORS**

## **20. NEXT MEETING DATES**

- |           |                         |         |                             |
|-----------|-------------------------|---------|-----------------------------|
| <b>A.</b> | Tuesday, April 12, 2022 | 7:00 PM | School Board Meeting        |
| <b>B.</b> | Wednesday, May 4, 2022  | 4:00 PM | B & G Committee Meeting     |
|           |                         | 5:00 PM | Academics Committee Meeting |
|           |                         | 6:00 PM | Athletic Committee Meeting  |

## **21. ADJOURNMENT**

*MOTION BY: Emert                      SECONDED BY: Cieslak*  
*Motion carried*

***Time Adjourned: 8:29 P.M.***

*Respectfully submitted,*

*Jason Bashaw*  
*Secretary*