

MINUTES
CATASAUQUA AREA SCHOOL DISTRICT
 Tuesday, January 11, 2022
 7:00 PM – District Administration Office

1. **CALL TO ORDER** **President, Duane Deitrich**
President, Duane Deitrich, Called the Meeting to Order at 7:06 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 Edward Bruchak – 01-12-1936 to 12-21-2021*

3. **ROLL CALL** **Lindsey Wallace**

Board Members		Non-Board Members	
Duane Deitrich	X	Robert J. Spengler	X
Carol Cunningham	X	Dave Knerr	V
Jason Bashaw	X	Christina Lutz-Doemling	X
Donald Panto	X	Lindsey Wallace	X
Lauren Cieslak		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
		Daniel Muthersbaugh	
Student Representatives		Thomas Moll	
Angele Diamacoune	X	Ronald DeMaio	
Hannah Kurczeski	X	Kimberly Mooney	
Grant Heimbecker (Alternate)	X	Shelley Keffer	

X=Present

V=Virtually Present

Visitors: See List inserted in Permanent Minute Book

4. **Certificate of Election and Oath of Office** **Notary Public**
The following Oath of Office was given to the individuals listed below by Notary Public, Stacy Zellner

OATH OF OFFICE

Jason M. Bashaw
 Dale K. Hein
 Shawn P. McGinley
 Christy Cooper

I, _____, do solemnly swear (or affirm) that I will support, obey and defend the Constitution of the United States and Constitution of this Commonwealth, and that I will discharge the duties of my office with fidelity.

5. **NOTICE OF EXECUTIVE SESSIONS**

- A. Executive Session for Legal and Personnel Reasons at 6:00 P.M.
Executive Session was held. until 7:05 P.M

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

- A. Sheckler Elementary School Students of the Month –Eric Dauberman

<i>Grade - 3</i>				
<i>Gracie Roth</i>	<i>Brandon Schuster</i>	<i>Landon Smell</i>	<i>Naylanie Soler</i>	<i>Haila Weaver</i>

- B. School Board Director Recognition Month
Building Principal's along with selected student's, provided the Board with gifts from their buildings
- C. CHS Indoor Guard Competition at Wildwood NJ-Robert Arnold, CHS Music Director
Presented a request to the board to attend a competition at Wildwood, NJ.

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

- A. Academics and Education – Christina Lutz-Doemling
Curriculum: CLD provided an overview of currently active initiatives and projects, including but not limited to textbook review, etc...
- B. Finance – Robert J. Spengler
- *Not to Exceed Index*
 - *Property Sale completed last Wednesday*
 - *Budget work has begun*
 - *Strong Transfer Tax*
 - *Mr. Hein inquired if we would hold a special budget meeting. Group decided yes we would hold a session when we have sufficient data to discuss.*
- C. Building & Grounds – Robert J. Spengler
- *First significant snowfall last week*
 - *Bidding of Lawn Care*
 - *Internally preparing specifications*
 - *Feb. B&G Committee review*
 - *March Award*
 - *Security at Field House*
 - *Tie in to garage complete yesterday*
 - *Spring Completion of Track, Field House, Loose ends*
 - *Tom specking the Pole Vault Pit, blocks, etc.*
 - *Property Sale Complete*
- D. Policy – David Knerr – *None at this time*
- E. Athletics-Thomas Moll
Mr. Schnug provided an update on spring sports
- F. Carbon Lehigh Intermediate Unit # 21 – Duane Deitrich
Attended a quick meeting in January which focused on the budget process and contract negotiations.

- G. Borough of Catasauqua – Dale Hein
Mr. Hein attended last week’s meeting with new members being sworn in. Mr. Cmil was present at the meeting as a Borough Rep to the District. Also, Ms. Jill Smeldon will represent the Borough to the District. Mr. Bartholomew was installed as the new Borough President, and Howard Cunningham as Vice President.
- H. Borough of North Catasauqua – Jason Bashaw
We will be meeting with North Catasauqua Police to discuss any potential relationships we may develop.
- I. Hanover Township – Lindsey Wallace
Lindsey has reached out to Hanover Township to establish a connection and made contact with Ms. Roth and Ms. Wehr for regular updates.
- J. PSBA Liaison Update – Donald Panto – *None at this time*
- K. Lehigh Career & Technical Institute Update – Jillian Emert
Dr. Rushton has announced his retirement as the Exec. Director of LCTI. Anthony Hunsicker of CHS presented his experience. Tours are available for students and families by registering online.
- L. Student Representatives - Angele Diamacoune & Hannah Kurczeski, Alternate-Grant Heimbecker

Hannah Kurceski.: NHS Winter Carnival was held. Proceeds went to Camelot for Children. It was a hit with all grade levels.

Angele Diamacouone: CHS Interact club took part in the Pies On Christmas Delivery. It was a hugely successful event and brought joy to everyone.

Grant Heimbecker: FBLA Competition. Angele and Grant will be competing in Hershey for Regionals, as a result!

- 8. **APPROVAL OF MINUTES FROM PRIOR MEETING(S)**
 - A. **Reorganization School Board Meeting Held on December 7, 2021**
 - B. **School Board Meeting Held on December 7, 2021**
- 9. **APPROVAL OF TREASURER’S REPORT FOR DECEMBER 2021**
- 10. **APPROVAL OF BUDGET TRANSFERS DECEMBER 2021**
- 11. **APPROVAL FOR PAYMENT OF ALL A/P BILLS JANUARY 2022**
- 12. **APPROVAL TO RATIFY ALL EXPENSES OTHER THAN A/P DECEMBER 2021**

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

ROLL CALL VOTE

MOTION BY: Hein SECONDED BY: Emert

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

NAY: 0

Seven Ayes, Zero Nays, Motion carried

13. **FINANCIAL**

A. Accept Independent Auditor's Report of 2020-2021 General Fund Budget

Approval is requested to accept the independent auditor's report of the 2020-2021 General Fund Budget of the Catasauqua Area School District as prepared by France, Anderson, Basile & Company, P.C.

B. Approval of Professional Service Contracts

1. Service Provider: Pennsylvania Trust (a collation of employee benefit trusts)
 Service: GASB 75 Valuation Agreement by Conrad Siegel Actuaries
 Location: Catasauqua Area School District Administration Office
 Amount: \$5,400.00 (estimated)
 Valuation Term: July 1, 2021 Through June 30, 2023

C. Exoneration – Tax Collectors 2021-2022 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 2021-2022 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 12-31-21.

Tax Collector	Municipality	2021-2022-Base Real Estate	2021-2022 Interim
James Delbertis	Catasauqua	\$346,347.56	\$0.00
Catasauqua Area SD	Hanover Twp	\$44,736.33	\$0.00
Donna Schifko	North Catasauqua	\$86,972.83	\$0.00
	TOTAL	\$478,056.72	\$0.00

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

ROLL CALL VOTE

MOTION BY: Hein SECONDED BY: Cunningham

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

NAY: 0

Seven Ayes, Zero Nays, Motion carried

14. PERSONNEL

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

Name	Position	Reason
Tracy Genovese	Substitute Secretary	Personal

B. Appointment of Extra-Curricular Positions – 2021-2022 School Year

It is recommended that the names listed below of extra-curricular positions be appointed as noted for the 2021-2022 school-year:

#	Name	Position	Stipend
1	Steven Bradley	Head Baseball Coach	\$5,399.00
2	Andrew Oswald	Assistant Baseball Coach	\$2,671.00
3	James Snyder	Assistant Baseball Coach	\$2,671.00
4	Steven Ritter	Assistant Baseball Coach	Volunteer
5	Eric Snyder	Assistant Baseball Coach	Volunteer
6	Zachary Bradley	Assistant Baseball Coach	Volunteer
7	Andrew Brett	Assistant Baseball Coach	Volunteer
8	Colin Hawk	Assistant Baseball Coach	Volunteer
9	Paige Kogelman	Head Softball Coach	\$5,399.00
10	Kip Kogelman	Assistant Softball Coach	\$2,671.00
11	Erika Proctor	Assistant Softball Coach	\$2,671.00
12	Cathy Moore	Assistant Softball Coach	Volunteer
13	Trajano Bastidas	Middle School Soccer Coach	\$2,671.00
14	Kyle Rusnock	Head Track Coach	\$5,399.00
15	Laura Gerhard	Assistant Track Coach	\$2,671.00
16	Janine Hemond	Assistant Track Coach	\$2,671.00
17	Joseph Stofko Jr.	Assistant Track Coach	\$2,671.00
18	Travis Brett	Weight Room Monitor (Spring)	\$600.00

C. Substitutes

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

Name	Assignment
Madison Higgins*	Substitute Teacher

* pending receipt of employment paperwork

D. Approval of FMLA for Employee # 413

Approval for FMLA for employee #413 effective beginning January 3, 2022, to June 30, 2022.

E. Approval of Health Sabbatical for Employee # 479

Approval for Health Sabbatical for employee #479 effective beginning January 24, 2022, through the end of the 2021-2022 school year.

F. Approval for Substitute Rate of \$130.00 Per Day for William Cecchini Effective December 20, 2021**G. Approval for Substitute Rate of \$130.00 Per Day for Madison Higgins Effective January 12, 2022.***

*pending receipt of employment paperwork

H. Approval for Short Term Substitute Rate of \$180.00 Per Day for Madison Walker Effective to the End of the 2021-2022 School Year**I. Approval for Short Term Substitute Rate of \$180.00 Per Day for Sarah Seng Effective January 3, 2022 to the End of the 2021-2022 School Year****J. Nomination for Appointment**

1. Name: Juliana Casto*
 Status: Guidance Counselor
 Assignment: Sheckler Elementary School
 Salary: \$70,272
 Benefits: As Per Collective Bargaining Agreement
 Effective: Upon release from current employer
2. Name: Susan Trumbore*
 Status: District Office Receptionist
 Assignment: District Office
 Salary: \$26,000
 Benefits: As Per Secretarial Agreement
 Effective: Upon receipt of Employment Paperwork

*pending receipt of employment paperwork

K. Appointment of Mentor Teacher – 2021-2022 School Year

Administration recommends that the names listed below be approved as Mentor Teachers for the 2021-2022 school year at a stipend of \$750.00 as per Collective Bargaining Agreement:

SHECKLER ELEMENTARY

New Faculty	Position	Mentor
Juliana Casto	Guidance Counselor	Kimberly Ceccatti,

L. Approval for Days Without Pay

1. Name: Morgan Kemmerer
Reason: Sick
Effective: December 17, 2021 Full Day
December 20, 21, 22 &-23, 2021 Full Days
2. Name: Claire Murawski
Reason: Sick
Effective: December 22, 2021 Half Day
December 23, 2021 Full Day
3. Name: Allysha Weaver
Reason: Personal
Effective: January 4, 2022 Half Day
4. Name: Cecilia Ramirez
Reason: Sick
Effective: January 5, 2022 Half Day
January 6 & 7, 2022 Full Days
5. Name: Nancy Sankari
Reason: Sick
Effective: January 12, 2022 Half Day

M. Half Year Salary Increment Change

Approval is requested to adjust the compensation indicated below as per the Collective Bargaining Unit Agreement:

Daniel Kotran	Step	Degree	Credit	Salary
New	11	M	18	\$86,668
Old	11	M	15	\$85,668
Difference				\$1,000
Half Increment				\$500

Colleen Mashett	Step	Degree	Credit	Salary
New	2	M	21	\$63,574
Old	2	M	15	\$62,574
Difference				\$1,000
Half Increment				\$500

N. Approval of Student Teachers/Interns

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

College – Kutztown University	Effective: January 25, 2022 to May 11, 2022
Name: Evan Frantz *	High School Social Studies: Kevin Foley
Name: Haley Grim	High School Social Studies Alexis Sziy
College – Kutztown University	Effective: January 25, 2022 to March 18, 2022
Name: Noah Borgman	Art: Barbara Resto
College – Kutztown University	Effective: March 21, 2022 to May 11, 2022
Name: Gabrielle Walker	Art: Barbara Resto
College – Muhlenburg University	Effective: March 28, 2022 to May 11, 2022
Name: Edwin Alvarez	Biology: Amanda Do

*Pending receipt of student teaching paperwork and clearances.

O. Approval is requested for the following Person to be added to the Gameworker List for the 2021-2022 School Year:

Devon Troxell*

*pending receipt of paperwork

Items 14A, 14B, 14C, 14D, 14E, 14F, 14G, 14H, 14I, 14J, 14K, 14L, 14M, 14N, and 14O were combined by Board request

ROLL CALL VOTE

MOTION BY: Cunningham SECONDED BY: Emert

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

NAY: 0

Seven Ayes, Zero Nays, Motion carried

15. CURRICULUM

16. **BOARD APPROVALS**

- 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 2022-2023 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**
- B. Re-approval and Reaffirmation of PSBA's Principles for Governance and Leadership**
Approval is requested for the re-approval and reaffirmation of PSBA's Principles for Governance and Leadership by the Board of School Directors.
- C. MOTION to permit Catasauqua Area Showcase Theatre (CAST) to utilize the High School auditorium for rehearsals and performances in the Spring of 2022, notwithstanding the provisions of Policy 708 Attachment B, part A (* note) and Attachment C, paragraph 41. In all other respects, all rules, conditions and fees set forth in Policy 708 shall apply. This is a one time only exception in consideration of the fact that the COVID emergency made it impossible for CAST to use the auditorium when previously scheduled in 2020, or to make up that performance in 2021**

Items 16A, 16B, and 16C were combined by Board request

ROLL CALL VOTE

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

- D. Nomination of Alternate Board Member to Represent Catasauqua Area School District on the Lehigh Career & Technical Institute Board of Directors**
Approval is requested to nominate an alternate Catasauqua Area School District Board Member to represent the District on the Lehigh Career & Technical Institute Board of Directors. Alternate Candidate will serve from December 1, 2021 to December 1, 2022.

*Christy Cooper, on nomination by Carol Cunningham
Dale Hein, on nomination by Jillian Emert*

Nominations:
Christy Cooper
Dale Hein

Nominations:

<i>Cooper</i>	<i>Cunningham</i>	<i>Bashaw</i>	<i>Emert</i>	<i>Panto</i>	<i>Hein</i>	<i>Deitrich</i>
<i>Hein</i>	<i>Hein</i>	<i>Hein</i>	<i>Hein</i>	<i>Hein</i>	<i>Hein</i>	<i>Hein</i>

Nominations closed Ballot for Alternate Lehigh Career & Technical Institute Board of Directors:

Candidate: Dale Hein

E. Re-Approval of the 2021-2022 CASD Health and Safety Plan in Accordance with Updated PDE Requirements and Guidelines

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.

919 Washington St, Easton

Items 16E, and 16F were combined by Board request

ROLL CALL VOTE

MOTION BY: Cunningham SECONDED BY: Bashaw

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

NAY: 0

Seven Ayes, Zero Nays, Motion carried

17. COMMENDATIONS

18. INFORMATION ITEMS

19. CORRESPONDENCE

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

Eric Dauberman: Mobile Dentist visited Sheckler this year and included CMS students. More students moving from Virtual to In-Person Instruction.

Melissa Inselmann: Thank you to everyone for facilitating the Mobile Dentist program for CMS. Melissa read a correspondence from a parent regarding the Shop with a Cop program, and thanked the Board and everyone for their support of this program. Various activities and initiatives were presented. The remediation program has been going well, with over 40 students participating in after school and during the day activities.

Adam Schnug: Wrapping up Keystone Exams this week. Start with Hello Assembly occurring tomorrow. Report cards Jan 28. Feb 14-17 Spirit Week. Highlighted college appointments to PSU, Central Florida, and Yale!

Kathleen Kotran: Thank you for volunteering your time to make CASD a great place to work and learn.

Jason Bashaw: Work together with Grace... as our student reps. Indicated is the key to moving forward, keeping the best interest of students in mind with every decision. It's very heartwarming to hear what is going on here. Thank you everyone, from the bottom of my heart.

Donald Panto: Thank you for the gifts, recognition, thoughts, etc. We do this for our community and students.

Christie Cooper: Thank you! These gifts are amazing. Welcome to Juliana. I continue to be amazed by our three student representatives. I just love this school district.

Jillian Emert: Thank you for everything. We always hear about field day and other favorite traditions during Students of the Month.

Dale Hein: I'd like to thank the students for everything. I thoroughly enjoy our student presentations!

Carol Cunningham: Congrats to students for their college accomplishments. Thank you All!

Student Reps: Thank you again for all you do. You do deserve so much and have earned your respect and support.

Lindsey Wallace: Awesome accomplishments for our three students!

David Knerr: Thank you Board!

Christina Lutz-Doemling: Congrats to students. Welcome to Juliana. Happy New Year

Robert Spengler: Thank you board for everything!

Duane Deitrich: Thank you for the gifts. Congratulations to our students on their accomplishments!

20. RECOGNITION OF GUESTS & VISITORS

Timothy Kline: Eagle Scout; Will be working with the Catasauqua Food Bank. Requested advertising and communication for his project. Mr. Spengler and Mr. Schnug will help facilitate communication.

Mr. Arnold on behalf of Kristin Brobst: Hosting District Orchestra at CHS; Tennessee trip in April - 45 students attending. Mr. Hein commended Mr. Arnold for including Salisbury HS students in our Band.

**** A comment was placed on boardmeetingcomments@cattysd.org, by a Catasauqua resident Dan Snyder, and was not seen until after the January Board Meeting:**

Good evening,

My name is Dan Snyder, I reside at 802 Grove St., and I speak for myself as a parent in the district. I'm not able to make the meeting tonight but I wanted to express my sincere appreciation for district leadership's decision to move to a "mask optional" plan in light of the PA Supreme Court's ruling last month. I thought it was courageous to move ahead with the 5 day in person option last year, and I believe the same holds true with this issue as well. Thank you for your continued leadership.

21. NEXT MEETING DATES

- | | | |
|--------------------------------|-----------|-----------------------------|
| A. Wednesday, February 2, 2022 | 4:00 PM | B & G Committee Meeting |
| | 5:00 PM | Academics Committee Meeting |
| | 6:00 PM | Athletic Committee Meeting |
| B. Tuesday, February 8, 2022 | 7:00 P.M. | School Board Meeting |

22. ADJOURNMENT

*MOTION BY: Cunningham
Motion carried*

SECONDED BY: Bashaw

Time Adjourned: 8:55 P.M.

Respectfully submitted,

Jason Bashaw
Secretary