

MINUTES
CATASAUQUA AREA SCHOOL DISTRICT
Tuesday, November 9, 2021
7:00 PM – District Administration Office

1. CALL TO ORDER **President, Duane Deitrich**
President, Duane Deitrich Called the Meeting to Order at 7:03pm

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	V
Jason Bashaw	X	Christina Lutz-Doemling	X
Donald Panto	V	Lois Reed	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	X	Adam Schnug	X
		Daniel Muthersbaugh	
Student Representatives		Thomas Moll	
Angele Diamacoune		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. NOTICE OF EXECUTIVE SESSIONS

A. An Executive Session Will Be Held for Legal and Personnel Reasons Before the Meeting at 5:45 P.M

Executive Session was held from 5:45 P.M. until 7:00 P.M

5. PRESENTATIONS/AUDIENCE INPUT ON AGENDA

A. National Merit Scholar Commendation Award –Adam Schnug

Adam presented the National Merit Scholar Commendation Award Students. Mr. Deitrich and Mr. Spengler presented certificates in recognition of these outstanding accomplishments.

** At this time during Audience Input, Robert Zakos- Friends of the Catasauqua Parks, thanked the Catasauqua Area School District and staff for their assistance with the Haunted Pool House hosted at the Catasauqua Municipal Pool House.*

6. ADMINISTRATION/BOARD DISCUSSION & REPORTS

- A.** Academics and Education – Christina Lutz-Doemling
Christina provided a comprehensive review of the minutes of the Wednesday November 3, 2021 Academics Committee meeting. She also detailed the current activities relative to curriculum development, professional development, etc.
- B.** Finance – Robert J. Spengler
Mr. Spengler indicated the CASD Index is 4.4%, the start of the budget.
- C.** Building & Grounds – Robert J. Spengler
Mr. Spengler provided an overview of the stadium project, punch list, and updating the district policy on Use of Facilities and outside group utilization.
- D.** Policy – David Knerr - *None*
- E.** Athletics-Thomas Moll
Adam Schnug provided an overview of the events
- F.** Carbon Lehigh Intermediate Unit # 21 – Duane Deitrich - *None*
- G.** Borough of Catasauqua – Dale Hein
Dale shared of a resignation of a member, and asked if anyone interested please submit a letter of interest to Borough Hall
- H.** Borough of North Catasauqua – Jason Bashaw
November 28th is the Tree Lighting Ceremony
- I.** Hanover Township – Lois Reed - *None*
- J.** PSBA Liaison Update – Donald Panto
Nothing new to report
- K.** Lehigh Career & Technical Institute Update – Jillian Emert
Jillian announced that tours of LCTI occurred, and also shared a brochure. Summer Fun Camp Grades 5-8. Spring Tours will also occur for 5th Grade students. New animal science program is coming.
- L.** Student Representatives - Angele Diamacoune & Hannah Kurczeski,
Alternate-Grant Heimbecker – *None*

7. APPROVAL OF MINUTES FROM PRIOR MEETING(S)

- A. School Board Meeting Held on October 12, 2021**

8. APPROVAL OF TREASURER’S REPORT FOR OCTOBER 2021

9. APPROVAL OF BUDGET TRANSFERS OCTOBER 2021

10. APPROVAL FOR PAYMENT OF ALL A/P BILLS NOVEMBER 2021

11. APPROVAL TO RATIFY ALL EXPENSES OTHER THAN A/P OCTOBER 2021

** At this time Mr. Hein requested a more detailed Budget Transfer report to include both the To and From in the Transfers.*

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

ROLL CALL VOTE

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

12. FINANCIAL

- A. APPROVAL OF RESOLUTION OF THE GOVERNING BOARD OF CATASAUQUA AREA SCHOOL DISTRICT LEHIGH COUNTY, PENNSYLVANIA, AUTHORIZING EMPOWERING AND DIRECTING THE PROPER OFFICERS OF THE GOVERNING BOARD TO APPOINT A LIAISON BETWEEN IT AND BERKHEIMER, THE DULY APPOINTED COLLECTOR OF LOCAL TAXES FOR THE DISTRICT, FOR THE EXPRESS PURPOSE OF SHARING CONFIDENTIAL TAX INFORMATION WITH THE DISTRICT FOR OFFICIAL PURPOSES**
- B. Approval to Remove Lois Reed, Catasauqua Area School District Business Supervisor, as a Lehigh Tax Collection Committee (TCC) Voting Member**
- C. Approval to Add Lindsey Wallace, Catasauqua Area School District Business Manager, as a Voting Member to the Lehigh Tax Collection Committee (TCC)**
- D. 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.
- E. Approval of Alumni Field Improvement Project Change Order #01 in the amount of \$315,220.35 for Electrical Changes, Sinkhole Remediation, Rock/Slag Removal, Grading Changes, Footing Changes, and Paving Changes**

Items 12A, 12B, 12C, 12D, and 12E were combined by Board request

ROLL CALL VOTE

MOTION BY: Hein SECONDED BY: Emert

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

NAY: 0

Eight Ayes, Zero Nays, Motion carried

13. PERSONNEL

A. Appointment of Extra-Curricular Positions – *2020-2021 School Year**

It is recommended that the names listed below of extra-curricular positions be appointed as noted for the ***2020-2021 school-year:

#	Name	Position	Stipend
1	Amy Dymond-Jones	CMS Audio Visual Coordinator Shared 25%	\$462.00
2	Andrew Brett	Assistant Boys Basketball Coach	Volunteer
3	Jacob Smith	Assistant Boys Basketball Coach	Volunteer

**** Correction made during the School Board Meeting, should be 2021-2022 school year*

B. Change in Employment Status

1. Janet Wanamaker

Previous Status: Cafeteria Substitute/Non -Certified Instructional Aide Substitute
 Current Status: Van Driver
 Assignment: Transportation
 Salary/Benefits: \$19.88/Hour
 Effective: October 12, 2021

C. Resignation

1. Employee: Kirsten Spengler
 Status: Guidance Counselor
 Assignment: Sheckler Elementary
 Reason: Personal
 Effective: January 3, 2022
2. Employee: Janet Wanamaker
 Status: Van Driver
 Assignment: Transportation
 Reason: Other Employment
 Effective: October 21, 2021

3. Employee: Tracy Genovese
 Status: Administration Receptionist/Office Clerk
 Assignment: District Office
 Reason: Other Employment
 Effective: November 12, 2021

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

Name	Assignment	Reason
Valerie Roberts	Substitute Teacher	Personal
Richard Tyler Jr.	Substitute Bus Driver	Did Not Renew Clearances

E. Substitute

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

Name	Assignment
William Cecchini	Substitute Teacher
Tracy Genovese	Substitute Secretary

F. Approval for Short Term Substitute Rate of \$180.00 Per Day for Deborah Elek Effective November 5, 2021 to Approximately December 10, 2021

G. Approval for Days Without Pay

1. Name: Tirsia Rothman-Dunston
 Reason: Personal
 Effective: October 15, 2021 Full Day

2. Name: Morgan Kemmerer
 Reason: Personal
 Effective: November 4, 2021 Half Day
 November 5, 2021 Full Day

3. Name: Robert Steckel
 Reason: Personal
 Effective: November 15, 2021 Full Day
 November 16, 2021 Full Day
 November 17, 2021 Full Day

H. Half Year Salary Increment Change

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

Jennifer Moyer	Step	Degree	Credit	Salary
New	4	M	18	\$68,706
Old	4	M	15	*** \$68,706
Difference				\$1,000
Half Increment				\$500

*** Correction made during the School Board Meeting, should be \$67,706

I. Approval of FMLA for Employee # 1755

Approval for FMLA for employee #1755 effective beginning November 26, 2021 to February 26, 2022. Revised from the October 12, 2021 board meeting.

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

ROLL CALL VOTE

MOTION BY: Cunningham SECONDED BY: Emert

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

NAY: 0

Eight Ayes, Zero Nays, Motion carried

- J. MOTION to increase the annual salary of Lois Reed as Business Supervisor, effective November 10, 2021, to \$109,819.00 in recognition that the appropriate salary for the position of Business Supervisor, considering her duties, responsibilities, education, training, and experience, should be that amount, particularly in light of recent employment searches. Accordingly, the total base salary for the 2021-2022 fiscal year shall be the annual salary in effect on November 9, 2021 prorated for the portion of the fiscal year between July 1, 2021 and November 9, 2021, and the new annual salary of \$109,819.00 .00 prorated for the portion of the fiscal year between November 10, 2021 and June 30, 2022.**

ROLL CALL VOTE

MOTION BY: Cunningham SECONDED BY: Hein

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

NAY: 0

Eight Ayes, Zero Nays, Motion carried

14. CURRICULUM

- A. None**

15. BOARD APPROVALS

A. Approval of Renewal of Service Contract Between Catasauqua Area School District and CLEARVU School Services, LCC ***

- 1. Service Provider: CLEARVU School Services, ~~LCC~~***
- Service: Furnish Contracted Food Procurement Specialist Services
- Location: District-wide
- Amount: \$800.00-NSLP Total Meals Served of 50,000 meals
- Term: January 1, 2022 through December 31, 2022

*** Correction made during the School Board Meeting. The wording should read LLC, not LCC
 Note: The LCC wording used was based on wording from the Contract. CLEARVU Contract wording is incorrect, should reflect LLC

**AGREEMENT BETWEEN SCHOOL AND SERVICE PROVIDER
 FOR THIRD PARTY PROCUREMENT SPECIALIST SERVICES**

CATASAUQUA Area SCHOOL DISTRICT

This contract ("Contract") is entered into by and between Catasauqua ASD, a K-12 School District in the Commonwealth of Pennsylvania (hereinafter "School") and CLEARVU SCHOOL SERVICES, ~~LCC~~., a Procurement Specialist corporation (hereinafter known as "Service Provider").

B. Approval to Attend Conferences, Seminars, etc

C. Authorization for Disposal of District Vehicles

- 1. 2005 John Deere 1600 Turbo wide area mower 4 WD
 Product ID #TC1600T020315
- 2. 1987 Kubota F2000 4 WD Diesel 72" inch mower deck, 60" inch snow plow
 Product ID #10710

D. Board Approval of the Trust Agreement of the Health Consortium and Approve the Business Manager as the Representative to the Health Consortium

E. 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.

**505 St John St
 142 Front St**

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

ROLL CALL VOTE

MOTION BY: Cunningham SECONDED BY: McGinley

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

NAY: 0

Eight Ayes, Zero Nays, Motion carried

16. OLD BUSINESS

17. NEW BUSINESS

18. COMMENDATIONS

19. INFORMATION ITEMS

20. CORRESPONDENCE

Items 16, 17, 18, 19, and 20 were combined by Board request

Eric Dauberman: Turkey Day Dinner scheduled; Parent Teacher Conferences will be in person and virtual; Giving Tree process begun; Mr. Wilson was awarded a STEM grant and will receive multiple Makey Makey invention kits.

Melissa Inselmann: Report Cards available today. Parent Teacher Conferences offered in person and virtual; CMS students will attend the Pep Rally; Spirit and School Pride Days upcoming.

Adam Schnug: Report Cards available tomorrow. Hosting a Debate at CHS; Homecoming Dance this Friday; Literature Keystone Exams next week; Thank you to LCCC for microscope donation;

Shawn McGinley: Congratulations to our students for their awards tonight; It's great to see the stadium project completed and being used by students and groups.

Jillian Emert: Congratulations to Sheckler Elementary for their US News Top Schools Award - Top 30% of Elementary Schools in the State of PA.

Dale Hein: Congratulated Christy Cooper, Jason Bashaw, Shawn McGinley, and himself, on their re-election to the Board of School Directors for another four years.

Lois Reed: November 20th C3P will be distributing coats, gloves, and hats from grants and contributions.

Carol Cunningham: Congratulations to the Merit Scholarship recipients

Christina Lutz-Doemling: Training for FOSS modules today; Teachers appreciated the training; STEM CLIU Lending Library participation was recognized. We are able to borrow materials from this program. COVID Vaccine clinic Nov 11 2-4:30pm. Link will be posted.

Robert Spengler: Congratulations to our returning Board Members on their election success. Governor's Masking Order was discussed. Pending the continuation of our current health date, we anticipate Recognized our staff and students for their hard work and dedication in a particularly difficult year as we evolve and bring back many of the former traditions and more.

21. RECOGNITION OF GUESTS & VISITORS

Kristen Brobst: Best Guard award last week; Thank you to Mr. Schnug, Mr Moll, and Salisbury Principal/AD for allowing us to incorporate Salisbury students within our program at CHS. Various concerts were announced as well as the regional Vocal Concert in January 2022.

22. NEXT MEETING DATE(S)

A. Tuesday, December 7, 2021 7:00 P.M. Reorganization and Monthly
School Board Meeting

23. ADJOURNMENT

MOTION BY: Cunningham SECONDED BY: Hein

Motion carried

Time Adjourned: 7:54 P.M.

Respectfully submitted,

Jason Bashaw
Secretary