

MINUTES
CATASAUQUA AREA SCHOOL DISTRICT
 Tuesday, May 9, 2023
 7:00 PM – District Administration Office

1. CALL TO ORDER President, Duane Deitrich
President Duane Deitrich Called the Meeting to Order at 7:03 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		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	
Jillian Emert	X	Eric Dauberman	X
Dale Hein	X	Melissa Inselmann	X
Shawn McGinley	X	Adam Schnug	
Student Representatives		Robert Kucharczuk	X
Kayla Cunningham		Thomas Moll	
Angelina Dries		Carey Humes	
Emily Eisenhard (Alternate)		Kimberly Mooney	

4. ELECTION OF BOARD TREASURER

Call for nominations for Treasurer –one-year-term – effective July 1, 2023 to June 30, 2024

Nominations:

Donald Panto Nominated by Lauren Cieslak

Nominations Closed:

Ballot for Treasurer

Donald Panto

AYE: Emert, Cooper, McGinley, Hein, Cieslak, Deitrich

NAY: 0

Abstention by Panto

Six Ayes, Zero Nays, Motion carried

5. NOTICE OF EXECUTIVE SESSION

Executive session for legal and personnel reasons will be held before the meeting at 6:00 P.M.

An Executive Session was held until 7:02 P.M

6. PRESENTATION/AUDIENCE INPUT ON AGENDA

- A. Shop with a Cop – Sgt. Steve Gensits from the Lehigh Valley International Airport Authority Police – Melissa Inselmann
Officer Gensits provided a stellar overview of the 2022 Shop with a Cop program. He highlighted a video of the event, as well as reflected upon the uplifting and rewarding experience for our students and community.

7. ADMINISTRATION/BOARD DISCUSSION & REPORTS

- A. Academics and Education – Dr. Christina Lutz-Doemling
Christina Lutz-Doemling provided an overview of the activities and minutes from the Academics Committee Meeting last week.
- a) Academic Recovery – Eric Dauberman
Eric Dauberman updated the Board on related activities.
- B. Finance – Lindsey Wallace
Lindsey provided an update on the Budget, Budget Meeting, and current initiatives including a software component to facilitate budget projections.
- C. Building & Grounds – Eric Dauberman
Eric Dauberman updated the Board on B&G Committee Meeting activities, discussions, and minutes. Electrical contractor meetings have occurred regarding the marquee installations. Summer worker candidates are on the agenda for consideration. Finally, the request to use the gymnasium this summer by an outside group was not considered. Mr. Dietrich reaffirmed that the CHS letters have been inspected and secured.
- D. Policy – David Knerr
- Policy#137 – In-Home Instruction – First Reading (clean) (redline)
Mr. Knerr articulated the details of proposed Policy #137.
- E. Athletics-Thomas Moll
Mr. Hein provided a synopsis of the Academics Committee meeting. Fall Physicals and Sports enrollments are beginning.
- F. Carbon Lehigh Intermediate Unit # 21 – Duane Deitrich
Mr. Deitrich updated the Board on CLIU happenings, including: the Search for a new Executive Director continues.
- G. Borough of Catasauqua – Dale Hein
Mr. Hein reported on the latest Catasauqua Borough meeting and happenings, including an increased Part-Time Police Officer rate, and May 26th starts the Borough Park Concert venue.
- H. Borough of North Catasauqua – Jason Bashaw – *Not present at the meeting*
- I. Hanover Township – Lindsey Wallace
Lindsey Wallace updated the Board on a few items: Travel LVIA is up 22%, increased parking tax revenue; A few projects in the works: Catasauqua Rd light signal work and sewer work (Ollie's area); Primo food processing changes occurring (former Carmike property)
- J. PSBA Liaison Update – Donald Panto
Mr. Panto announced the October PSBA Conference. There are opportunities to perform at this venue.

- K. Lehigh Career & Technical Institute Update – Jillian Emert
Jillian Emert updated the Board on LCTI happenings: 36 students from CHS have applied so far. \$2 million grant for books and supplies; 5th Grade Tours will begin soon.
- L. Student Representatives - Kayla Cunningham & Angelina Dries
Prom Friday May 12 at Woodstone, 5-10pm Senior Awards May 31 Sports Ceremony the night of May 31. June 2 Graduation Practice; June 3 Graduation; Shared their personal future plans; Choir concert tomorrow; Thank you for allowing us to be part of this Board and the decision making process.

8. APPROVAL OF MINUTES FROM PRIOR MEETING(S)

- A. **Special School Board Meeting Held on April 4, 2023**
- B. **School Board Meeting Held on April 11, 2023**

9. APPROVAL OF TREASURER’S REPORT FOR APRIL 2023

10. APPROVAL OF BUDGET TRANSFERS APRIL 2023

11. APPROVAL FOR PAYMENT OF ALL A/P BILLS MAY 2023

12. APPROVAL TO RATIFY ALL EXPENSES OTHER THAN A/P APRIL 2023

13. FINANCIAL

A. Approval for the Catasauqua Area School District 2023-2024 Final Budget (Proposed)

Approval for the Catasauqua Area School District 2023-2024 Final Budget (Proposed). The Board hereby adopts the attached draft budget as the proposed final budget for fiscal year 2023-2024, 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 2023-2024 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 13, 2023. 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 \$41,219,769 for fiscal year 2023-2024, and balances anticipated revenues and expenditures with an anticipated real estate tax rate of 20.7553 mills in Lehigh County and 56.1069 mills in Northampton County.

B. Exoneration – Tax Collectors 2022-2023 Interim Taxes

The following tax collector(s) of the Catasauqua Area School District request exoneration from collecting the following interim taxes for the 2022-2023 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 4-30-23.

Tax Collector	Municipality	2022-2023 Interim
James Delbertis	Catasauqua	\$24,039.34
Catasauqua Area School District	Hanover Township	\$118.70
Donna Schifko	North Catasauqua	\$50.17

Items 8A, 8B, 9,10, 11, 12, 13A, and 13B were combined by Board request

ROLL CALL VOTE

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

14. PERSONNEL

A. Removal of the Following Substitute Employee for the 2022-2023

Name	Position	Reason
Ryan Brazuk	Non-Certified Aide Substitute	Did not renew clearances
Paige Dinbokowitz	Substitute Teacher	Personal

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

B. Substitutes

The following applicants have requested to be added to the Substitute Employment List for the 2022-2023 School Year as follows:

Name	Assignment
Christina Murzdeck*	Cafeteria Substitute
Donnie Lilly*	Substitute Non CDL Driver

* pending receipt of employment paperwork

ROLL CALL VOTE

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

C. Resignation

1. Employee: Lauren Bock
 Status: Sheckler Elementary Non Certified Instructional Aide
 Reason: Personal
 Effective: End of 2022-2023 School Year

2. Employee: Sharon Seritsky
 Status: Catasauqua Middle School Main Office Secretary
 Reason: Other Employment
 Effective: May 19, 2023

3. Employee: Employee #2134
 Reason: Personal
 Effective: June 30, 2023

ROLL CALL VOTE

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

D. Retirement

1. Employee: Patrick MacLaughlin
 Status: Grounds Leader
 Effective: September 29, 2023

2. Employee: Lisa Casciotti
Status: Non Certified Instructional Aide
Effective: June 14, 2023

ROLL CALL VOTE

*MOTION BY: Hein SECONDED BY: Cooper
AYE: Panto, McGinley, Cooper, Emert, Cieslak, Deitrich
NAY: 0*

Abstention by Hein

Six Ayes, Zero Nays, Motion carried

E. Nomination for Appointment

1. Name: Amanda Derr *
Status: Elementary Music Teacher
Assignment: Sheckler Elementary School
Rate of Pay: \$71, 306
Benefits: As Per Collective Bargaining Agreement
Effective: August 16, 2023
2. Name: Corinne Ramunni
Status: ESL/Secondary English Teacher
Assignment: Districtwide
Rate of Pay: \$68,740
Benefits: As Per Collective Bargaining Agreement
Effective: August 16, 2023
3. Name: Sarah Koberline*
Status: Assistant Principal
Assignment: Sheckler Elementary School
Rate of Pay: \$88,000
Benefits: As Per Collective Bargaining Agreement
Effective: July 1, 2023
4. Name: Savannah Packard*
Status: 5th Grade Teacher
Assignment: Catasauqua Middle School
Rate of Pay: \$60,927
Benefits: As Per Collective Bargaining Agreement
Effective: August 16, 2023

* pending receipt of employment paperwork

F. Change in Employment Status

- 1. Name: Andrew Brett
- Previous Status: Substitute Teacher
- Current Status: 8th Grade Teacher
- Assignment: Catasauqua Middle School
- Rate of Pay: \$60,927
- Benefits: As Per Collective Bargaining Agreement
- Effective: August 16, 2023

G. Appointment of Mentor Teachers – 2023-2024 School Year

Administration recommends that the names listed below be approved as Mentor Teachers for the 2023-2024 school year at a stipend of \$750.00 as per Collective Bargaining Agreement:

New Faculty	Position	Mentor	Position
Andrew Brett	8th Grade	Jennifer Greig	8th Grade
Madison Higgins	Kindergarten	Megan Murphy	Kindergarten
Amanda Derr	Elementary Music	Barbara Resto	Elementary Art
Corrine Ramunni	Secondary ESL	ElizaRae Michaud	ESL
Savannah Packard	5 th Grade	Lisa Packard	5 th Grade

H. Appointment of Extra-Curricular Positions for the 2022-2023 School Year

It is recommended that the names listed below of extra-curricular positions be appointed as noted for the 2022-2023 school year:

#	Name	Position	Stipend
1	Jordan Schutter	Assistant Track and Field Coach	Volunteer
2	Ashley LaBar *	Assistant Field Hockey Coach	Volunteer

*pending receipt of employment paperwork

I. Student Custodian Summer Employment – Summer of 2023

Recommendation to hire the following for districtwide summer employment:

Name	Pay Rate	Effective
Amberlynn Faust*	\$10.00/hour	June 12, 2023
Jonathan Cordon Pinto*	\$10.00/hour	June 12, 2032
Braden Bartholomew	\$10.00/hour	June 12, 2023
Reece Lopez	\$10.00/hour	June 12, 2023
Andrew Strohl	\$10.00/hour	June 12, 2023
Keira Thomas *	\$10.00/hour	June 12, 2023

*pending receipt of employment paperwork

J. Approval for Summer Maintenance Employment

- 1. Name: Bradshaw Henning
Pay Rate: \$12.25/Hour
Assignment: Districtwide

Items 14E, 14F, 14G, 14H, 14I, and 14J were combined by Board request

ROLL CALL VOTE

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

K. Approval for Days Without Pay

- 1. Name: Nichole Grym
Reason: Sick
Effective: 2023 April 5 - Full Day
- 2. Name: Rebecca Stocker
Reason: Sick
Effective: 2023 April 17- Full Day
- 3. Name: Lisa Casciotti
Reason: Sick
Effective: Personal
Effective: 2023 April 21 – Full Day
- 4. Name: Madison Higgins
Reason: Personal
Effective: 2023 May 3, 4, 5, 8 – Full Days

*MOTION BY: Hein SECONDED BY: Cieslak
AYE: Cieslak, Emert, McGinley, Cooper, Panto, Deitrich
NAY: 0*

Abstention by Hein
Six Ayes, Zero Nays, Motion carried

L. Approval of FMLA for Employee #2511

Approval for FMLA for employee #2511 effective beginning approximately August 26, 2023, to approximately November 19, 2023.

15. CURRICULUM

A. Final Approval of Textbooks-Mathematics

Administration requests final approval of adoption for the following textbooks for the Catasauqua Middle School as follows:

Catasauqua Middle School

enVision Math Grade 7

Copyright: 2024

Authors: R. Q. Berry, III, Z. Champagne, E. Milou, J. F. Shielack, J. A. Wray, R. I. Charles, F. Fennell

Publisher: Savvas Learning Company LLC

enVision Math Grade 8

Copyright: 2024

Authors: R. Q. Berry, III, Z. Champagne, E. Milou, J. F. Shielack, J. A. Wray, R. I. Charles, F. Fennell

Publisher: Savvas Learning Company LLC

enVision AGA Algebra I

Copyright: 2024

Authors: D. Kennedy, E. Milou, C. Thomas, & R. M. Zbiek

Publisher: Savvas Learning Company LLC

(Textbook samples were available for examination and review for a period of greater than 30 days)

B. Final Approval of Textbooks-Social Studies

Administration requests final approval of adoption for the following textbooks for the Catasauqua Middle School as follows:

Catasauqua Middle School

Social Studies - myWorld Interactive Grade 5

Copyright: 2019

Authors: L. B. Bennett, J. B. Kracht

Publisher: Savvas Learning Company LLC

Social Studies - myWorld Interactive Geography Grade 6

Copyright: 2019

Authors: G. H. Chu, D. Holtgrieve

Publisher: Savvas Learning Company LLC

Social Studies - myWorld Interactive World History - Survey Edition - Grade 7

Copyright: 2019

Authors: F. Karpiel, G. Sabato, & M. Yell

Publisher: Savvas Learning Company LLC

(Textbook samples were available for examination and review for a period of greater than 30 days)

C. Approval of Industry Recognized Credentials

Administration recommends approval of the following Industry Recognized Credentials:

HeartSaver
Lifeguard with CPR/AED
Stop the Bleed

16. BOARD APPROVALS

A. Grant Applications: 2023-2024 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 2023 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.

C. Approval Is Requested To Enter Into An Agreement With Naviance/PowerSchool For The 2023-2024 School Year

D. Approval of Policy – First Reading

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

Section: Programs
Policy #: 137
Title: In-Home Instruction*

** Note – New name for policy #137 is **Home Education Programs** replacing old name of **In-Home Instruction***

E. Approval of Apple Master Lease Purchase Agreement

Administration recommends approval of this four (4) year Lease Agreement with Apple Financial Services for the following Apple Products. iPads and Cases are for Districtwide Distribution to Students for Educational Use:

- 1,750 Generation 9 iPads
- 1,750 iPad Cases
- 1,750 3-Year AppleCare on Products
- 1,700 1 Year JAMF Subscription Licenses
- 1,700 3 Year JAMF Subscription Licenses

F. Approval To Dispose Up To 1,775 Generation 7 Ipads, 65 Generation 9 Ipads And To Receive Reimbursement At Fair Market Trade In Value From Awarded, Most Competitive Priced Vendor Upon Administration’s Review And Approval

G. Re-Approval Of 22-23 Letter Of Agreement For Title I Services With Colonial Intermediate Unit #20

Administration recommends re-approval of the attached agreement, complying with all Title I statutory and regulatory requirements, due to increase in non public student enrollment.

H. Authorization To Go Out To Bid For Catasauqua Middle School Boiler Tube Replacement

I. Authorization To Go Out To Bid For Districtwide Security Camera Installation

J. 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 14L, 15A, 15B, 15C, 16A, 16B, 16C, 16D, 16E, 16F, 16G, 16H, and 16I were combined by Board request

ROLL CALL VOTE

MOTION BY: Emert SECONDED BY: Cooper

AYE: Cooper, Emert, Hein, Cieslak, McGinley, Panto, Deitrich

NAY: 0

Seven Ayes, Zero Nays, Motion carried

17. RECOGNITION OF GUESTS & VISITORS

Shawn O'Boyle: School Zone issue brought up to the Board for consideration. He has brought up issues to the Catasauqua Borough. Mr. Spengler and Mr. Knerr reinforced the requirement of the Borough to initiate the process and enforce the speed limits. Mr. Spengler will communicate with the Borough to reinforce our stance on this issue and the relative responsibilities.

Kristin Brobst: Reported on various Music Arts initiatives and activities. Choral and Band concerts are coming up! Thanks to Dan for working with them on the Show Dinner, etc.

Reports:

Eric Dauberman: Provided a quick update on hiring and other activities.

Rob Kucharczuk: End of Year Activities are occurring; and Sheckler's 50th Anniversary Dinner

Melissa Inselmann: PSSA Activities were coordinated by Stacey Coomer, Counselor. Many upcoming end of year activities. Thanked the Board for their support.

Christy Cooper: Welcome to all of our new Teachers and Administrators! Thank you Teachers

Shawn McGinley: Ditto as above and also reflected on the attractive nature of our District. Congrats to our Student Representatives who are moving on!

Donald Panto: Welcome to our new Team Members; Congrats to Andrew Brett, who I've known for years.

Student Representatives: It's great to see so many new Teachers. You truly make a difference in our lives; smiling faces make a huge impact.

Lauren Cieslak: Happy Teacher Appreciation Week. CMS Dance was a huge success and nice to have Dr. Humes there.

Dale Hein: Welcome to all of our new Team Members. We've just accepted long term retirements. People love to stay here at Catty. Also - Northampton CC Theater memberships are a great value.

Lindsey Wallace: New Staff: Welcome to the Team! Congratulations to our Student Reps.

Christina Lutz-Doemling: Recognized Student Reps. Congrats to New Team Members. Future Ready PA Index, etc. initiatives announced, and recognition of Ashley Schmidt's leadership. Commended our Mentor Teachers for their service this School Year.

Robert Spengler: Kristin; New Teachers/Admin; Student Reps; Transition; Board Leadership Lehigh U. ; Recognize our Board for their leadership and

Duane Deitrich: Welcome to everyone who is joining this Team. The Board's job is easy when we have our students at the center of decision making.

18. MEETING DATES

A. Saturday, June 3, 2023 10:00 A.M. Commencement
Catasauqua High School

B. Tuesday, June 13, 2023 6:15 P.M. Retiree Reception

C. Tuesday, June 13, 2023 7:00 P.M. School Board Meeting

19. ADJOURNMENT

MOTION BY: Emert SECONDED BY: Cieslak

Motion carried

Time Adjourned: 8:44 P.M.

Respectfully submitted,

Jason Bashaw
Secretary