

MINUTES
CATASAUQUA AREA SCHOOL DISTRICT
 Tuesday, April 11, 2023
 7:00 PM – District Administration Office

1. CALL TO ORDER **President, Duane Deitrich**
President Duane Deitrich Called the Meeting to Order at 7:02 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 | 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 | | Melissa Inselmann | X |
| Shawn McGinley | | Adam Schnug | X |
| Student Representatives | | Robert Kucharczuk | |
| Kayla Cunningham | | Thomas Moll | |
| Angelina Dries | | Carey Humes | X |
| Emily Eisenhard (Alternate) | | Kimberly Mooney | X |

X = Present

Visitors: See list inserted in Permanent Minute Book

** Arrived to the board meeting at 7:07 pm*

4. NOTICE OF EXECUTIVE SESSIONS
No executive session was held

5. PRESENTATIONS/AUDIENCE INPUT ON AGENDA
A. Sheckler Elementary School Students of the Month – Dr. Carey Humes

| <i>Grade-3</i> | | | | |
|-----------------------|-----------------------|---------------------|---------------------|----------------------|
| <i>Lexi Ying</i> | <i>Payton Landis</i> | <i>Karen Boulos</i> | <i>Avery Geiger</i> | <i>Ryder Deering</i> |
| <i>Grade-4</i> | | | | |
| <i>Pierre Sankari</i> | <i>Janiah Galarza</i> | | | |

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

Dr. Lutz-Doemling: shared with the Board the PSSA administration schedules, Keystone administration schedules, and other assessments. Reminder of textbook adoption approvals.

a) Academic Recovery – Eric Dauberman

Mr. Dauberman: Provided the board an update on academic recovery progress

B. Finance – Robert J. Spengler

Ms. Lindsey Wallace: Noted Budget meeting was held April 4, 2023, Preliminary Budget approved will be in May, with final budget approval in June 2023.

C. Building & Grounds – Robert J. Spengler

Eric Dauberman: Provided the Board with an update on digital signage and the four proposals our district received.

D. Policy – David Knerr – No updates**E. Athletics-Thomas Moll – Was not present at the meeting to provide an update****F. Carbon Lehigh Intermediate Unit # 21 – Duane Deitrich**

Mr. Deitrich: Attended the March 20, 2023 meeting, nothing too noteworthy to mention, other than the Audit presentation for 21-22 fiscal year was a cleaned opinion, and the facilities plan was presented, and lastly the Executive Director search is still ongoing.

G. Borough of Catasauqua – Dale Hein - Was not present at the meeting to provide an update**H. Borough of North Catasauqua – Jason Bashaw – No updates****I. Hanover Township – Lindsey Wallace – No updates****J. PSBA Liaison Update – Donald Panto – No updates****K. Lehigh Career & Technical Institute Update – Jillian Emert**

Ms. Emert: Tyler Fatzinger, a 2012 Catty graduate did job fair at LCTI to recruit students.

L. Student Representatives - Kayla Cunningham & Angelina Dries

Angela Dries – Thanked those who attended the play PIPPIN, also provided an update on the Freddy Awards

Kayla Cunningham – Finished debate season, attended the debate finals. Lots of senior activities happening.

7. APPROVAL OF MINUTES FROM PRIOR MEETING(S)**A. School Board Meeting Held on March 14, 2023****8. APPROVAL OF TREASURER’S REPORT FOR MARCH 2023****9. APPROVAL OF BUDGET TRANSFERS MARCH 2023****10. APPROVAL FOR PAYMENT OF ALL A/P BILLS APRIL 2023****11. APPROVAL TO RATIFY ALL EXPENSES OTHER THAN A/P MARCH 2023**

12. FINANCIAL

A. Accept Independent Auditor’s Report of 2021-2022 General Fund Budget

Approval is requested to accept the independent auditor’s report of the 2021-2022 General Fund Budget of the Catasauqua Area School District as prepared by Campbell, Rappold & Yurasits (C. R. & Y.) LLP, CPA’s

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 1-31-23.

| Tax Collector | Municipality | 2022-2023 Interim |
|----------------------|---------------------|--------------------------|
| Donna Schiffko | North Catasauqua | \$22,904.62 |

Items 7A, 8, 9,10, 11, 12A, and 12B were combined by Board request

ROLL CALL VOTE

MOTION BY: Emert SECONDED BY: Cooper

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

NAY: 0

Six Ayes, Zero Nays, Motion carried

13. PERSONNEL

A. Removal of the Following Substitute Employees for the 2022-2023 School Year:

| Name | Position | Reason |
|---------------|-----------------------------|-------------------------------------|
| Nancy Sankari | Non Cert Instructional Aide | Did not renew employment clearances |

B. Approval for Days Without Pay

1. Name: Sarah Seng
Reason: Personal
Effective: 2023 March 24 Half Day
2. Name: Cecilia Ramirez
Reason: Personal/Appointment
Effective: 2023 March 24 Half Day
3. Name: Robert Steckel
Reason: Personal/Funeral
Effective: 2023 March 31 Full Day

C. Approval of FMLA for Employee # 2076

Approval for FMLA for employee #2076 beginning approximately August 25, 2023, to approximately November 20, 2023

D. Change in Employment Status

1. Name: Dr. Carolyn Humes
 Previous Status: Assistant Elementary Principal
 Current Status: Middle School Principal
 Assignment: Catasauqua Middle School
 Rate of Pay: As per Act 93 Agreement
 Benefits: As per Act 93 Agreement
 Effective: July 1, 2023

2. Name: Madison Higgins
 Previous Status: Certified Instructional Aide
 Current Status: Elementary Teacher
 Assignment: Sheckler Elementary School
 Rate of Pay: \$60,927
 Benefits: As Per Collective Bargaining Agreement
 Effective : August 16, 2023

E. Approval of 2023-2024 Secretary/Clerk Salaries

Superintendent requests approval of 2023-2024 salaries for Secretarial and Clerk positions, effective July 1, 2023, in form presented to the Board of School Directors.

F. Approval of 2023-2024 Food Service Salaries

Superintendent requests approval of 2023-2024 salaries for Food Service positions, effective July 1, 2023, in form presented to the Board of School Directors.

G. Approval of 2023-2024 Custodial and Maintenance Salaries

Superintendent requests approval of 2023-2024 salaries for Custodial and Maintenance positions, effective July 1, 2023, in form presented to the Board of School Directors.

H. Approval of 2023-2024 Transportation Salaries

Superintendent requests approval of 2023-2024 salaries for Transportation positions, effective July 1, 2023, in form presented to the Board of School Directors.

I. Approval of 2023-2024 Administration Salaries

Superintendent requests approval of 2023-2024 salaries for Administration positions, effective July 1, 2023, in form presented to the Board of School Directors.

J. Resignation

1. Name: Lisa Meckes
 Status: Sheckler Elementary Secretary
 Reason: Personal
 Effective: September 15, 2023

K. 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 | Joseph Kovacs* | Assistant Football Coach | Volunteer |
| 2 | Adam Landis* | Assistant Girls Basketball Coach | Volunteer |
| 3 | Tony Cunningham* | Assistant Girls Basketball Coach | Volunteer |
| 4 | John Stires* | Assistant Track and Field Coach | Volunteer |
| 5 | Brett Sonntag | Assistant Football Coach | Volunteer |

*pending receipt of employment paperwork

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

ROLL CALL VOTE

MOTION BY: Bashaw SECONDED BY: Cieslak

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

NAY: 0

Six Ayes, Zero Nays, Motion carried

14. BOARD APPROVALS

- A. MOTION to enter into a Biennial Memorandum of Understanding between the Pa. State Police, Catasauqua Police Department and Catasauqua Area School District re: Catasauqua High School**
- B. MOTION to enter into a Biennial Memorandum of Understanding between the Catasauqua Police Department and Catasauqua Area School District re: Catasauqua Middle School**
- C. MOTION to enter into a Biennial Memorandum of Understanding between the Catasauqua Police Department and Catasauqua Area School District re: Sheckler Elementary School**
- D. Approval of Facilities Plan Committee Report of the CLIU #21 (resolution)**
Request approval of the 2023-2024 Facilities Plan Committee Report as unanimously adopted by the Carbon-Lehigh Intermediate Unit Facilities Plan Committee on March 13, 2023, and the CLIU 21 Board of Directors on March 20, 2023. In addition, the board reaffirms its commitment to the original construct of the Facilities Planning, approved November 1, 1989, which consists of a series of prioritized inquiries to be considered in determining the future location of the CLIU and school district special education classes.

- E. Approval of Establishment of the Interact Club Student Activity**
Approval is requested to establish the following Interact Club Student Activity account that has been opened during the 2022-2023 school year
- F. Approval Of Employment Contract For Business Manager, Lindsey Wallace, Commencing July 1, 2023 Through June 30, 2028, In Form Presented To The Board**
- G. Approval Of Employment Contract For Athletic Director, Thomas Moll, Commencing July 1, 2023 Through June 30, 2028, In Form Presented To The Board**
- H. Tax Assessment Appeal — 912 Airport Center Drive (Target)**
Authorization for the solicitor to settle the tax assessment appeal with regard to * Airport Road (commonly known as 912 Airport Center Drive) (Target Corporation) (PIN 641803060765-2) by establishing a new assessed value of \$7,141,100.
- 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.

None

Items 14A, 14B, 14C, 14D, 14E, 13F, 13G, and 13H were combined by Board request

ROLL CALL VOTE

MOTION BY: Cooper SECONDED BY: Emert

AYE: Emert, Panto, Cooper, Bashaw, Deitrich

NAY: 0

Abstention by Cieslak

Five Ayes, Zero Nays, Motion carried

15. RECOGNITION OF GUESTS & VISITORS

Ms. Kristin Brobst: Provided the board with updates on band activities, a middle school drama club for 23-24, indoor guard show was a success.

Mr. Paul Riley: All is going well in the technology department

Mr. Eric Dauberman: Updated the board with the interview process for the 23-24 open positions.

Dr. Carey Humes: Shared the events happening at Sheckler: Egg Hunts, guest readers from CHS, 2nd grade chorus concert, PSSA ramping up, and 4th grade Career Day, 50th Anniversary for Sheckler.

Ms. Melissa Inselmann: Congratulated Carey Humes in her new role at CMS, and provided the board with an update of what was happening at CMS.

Ms. Christy Cooper: Congratulated Carey Humes on her new position.

Mr. Jason Bashaw: Expressed his amazement on the directions the Catasauqua School District is headed.

Mr. Donald Panto: Congratulated everyone in their new roles.

Student Board Representative, Kayla Cunningham: Shared her experience reading to a first grade class at Sheckler.

Ms. Lauren Cieslak: Congratulated Dr. Humes on her new role, and also expressed how much she enjoyed the high school performance of PIPPIN.

Ms. Lindsey Wallace: Thanked the board for approving her contract, and expressed how appreciative and happy she is that she is part of the Rough Rider family.

Ms. Jillian Emert: Congratulated everyone as well. Ms. Emert shared with the board how she attended the Indoor Guard Show, there was a lot of “stuff” everywhere and recommends that everyone should attend the April 22nd to experience the “stuff”.

Mr. Duane Deitrich: Also shared his experience at the track meet.

Mr. Dave Knerr: Had nothing to share tonight.

Dr. Lutz-Doemling: Expressed her appreciation to the board for their continued support. Dr. Lutz-Doemling also wanted to share, Hillary Hahn had taken a group of four students went to a STEM Design Challenge at Carbon Lehigh Unit , and placed 2nd.

16. NEXT MEETING DATES

| | | |
|----------------------------------|----------------|------------------------------------|
| A. Wednesday, May 3, 2023 | 5:00 PM | B & G Committee Meeting |
| | 6:00 PM | Athletics Committee Meeting |
| | 7:00 PM | Academics Committee Meeting |

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| B. Tuesday, May 9, 2023 | 7:00 PM | School Board Meeting |
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17. ADJOURNMENT

MOTION BY: Emert SECONDED BY: Cieslak

Motion carried

Time Adjourned: 7:59 P.M.

Respectfully submitted,

Jason Bashaw
Secretary