

MINUTES
 CATASAUQUA AREA SCHOOL DISTRICT
 Tuesday, February 14, 2023
 7:00 PM – District Administration Office

1. **CALL TO ORDER** **President, Duane Deitrich**
President Duane Deitrich Called the Meeting to Order at 7:00 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	
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		Robert Kucharczuk	X
Kayla Cunningham	X	Thomas Moll	
Angelina Dries	X	Daniel Muthersbaugh	
Emily Eisenhard (Alternate)	X	Kimberly Mooney	

X = Present

Visitors: See list inserted in Permanent Minute Book

4. **NOTICE OF EXECUTIVE SESSIONS**
 - A. An Executive Session for Legal and Personnel Reasons Held Prior to Meeting at 5:15 P.M.
An Executive Session was held until 7:00 P.M

5. **PRESENTATIONS/AUDIENCE INPUT ON AGENDA**
 - A. Sheckler Elementary School Students of the Month – Robert Kucharczuk
 - B. Donation from Lehigh Valley Educators Credit Union of \$10,000.00 presented by Ms. Eugenia Emert, the LVECU Board Secretary/Treasurer.
 - C. [Spring 2024 Music Department Trip To Memphis Tennessee](#) - Requesting a Change from Original June 14, 2022 Board Approval of a Disney World Trip in 2024 – Robert Arnold

6. **ADMINISTRATION/BOARD DISCUSSION & REPORTS**
 - A. Academics and Education – Christina Lutz-Doemling
Meeting held on Feb 1. Dr. Christina Lutz-Doemling provided a recap of the agenda items and discussions that occurred during the meeting
 - a) Academic Recovery – Eric Dauberman
 - B. Finance – Robert J. Spengler
Lindsey Wallace provided an update on the budget process

- C. Building & Grounds – Robert J. Spengler
Mr. Spengler announced the discussion items that occurred during the February 1st Building & Grounds Committee meeting.
- D. Policy – David Knerr
- Policy#603 – Financial Reports and Statements – (First Reading)
Discussed the importance of updating this policy.
- E. Athletics-Thomas Moll
Mr. Schnug updated the Board on recent happenings.
- F. Carbon Lehigh Intermediate Unit # 21 – Duane Deitrich
Exec Dir search is underway and the Facility Dog has been received. Health and Safety plan was reviewed.
- G. Borough of Catasauqua – Dale Hein
Mr. Hein mentioned that he and Mr. Spengler met with the new Borough Manager and Borough Council Vice President. Summer programs will still be held as per Mr. Eckhard
- H. Borough of North Catasauqua – Jason Bashaw
Borough of North Catasauqua provided Grant info
- I. Hanover Township – Lindsey Wallace
Large warehouse sold for \$91 million. We received a healthy transfer tax amount. Another one is being built on Lloyd St.
- J. PSBA Liaison Update – Donald Panto – *No Report*
- K. Lehigh Career & Technical Institute Update – Jillian Emert
The 5th Grade tours will occur soon. Registrations are strong. Free Lunch and Breakfast program numbers are approx. 700 and operating well. June 20-23. Cost for Catty students will be \$100, a discount of \$125, even less than last year. Positive commentary regarding the Camp was provided by Board members.
- L. Student Representatives - Kayla Cunningham & Angelina Dries
Angela Dries: Spirit Week is going well. Pippin rehearsals are occurring. New ideas for the Show this year, including a Dinner option. Thank you from Angie for allowing her to perform the National Anthem at numerous Games! Emily : Spirit Week going well. Happy Valentine's Day to everyone. Children's Book Drive being planned. Last home Debate held last week. First Win of the Season not by forfeit occurred! Won two debates this season.

7. APPROVAL OF MINUTES FROM PRIOR MEETING(S)

A. School Board Meeting Held on January 10, 2023

8. APPROVAL OF TREASURER'S REPORT FOR JANUARY 2023

9. APPROVAL OF BUDGET TRANSFERS JANUARY 2023

10. APPROVAL FOR PAYMENT OF ALL A/P BILLS FEBRUARY 2023

11. APPROVAL TO RATIFY ALL EXPENSES OTHER THAN A/P JANUARY 2023

ROLL CALL VOTE

MOTION BY: Hein SECONDED BY: Emert

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

NAY: 0

Eight Ayes, Zero Nays, Motion carried

12. FINANCIAL**A. Approval of Lehigh Carbon Community College Proposed 2023-2024 Budget**

The Lehigh Carbon Community College Operational Budget for the fiscal year 2023-2024 is presented for approval. The total 2023-2024 Operating debt service and capital budgets are \$59,889,555, an increase of \$1,223,766 or 2.1% from prior year's revised budget. The Catasauqua Area School District sponsor share will be \$ 163,210, a decrease of \$1,196 or -0.7% from last year's revised budget.

B. Approval of Carbon-Lehigh Intermediate Unit 2023-2024 Budget

The Carbon-Lehigh Intermediate Unit #21 Operational Budget for the fiscal year 2023-2024 is presented for approval. The total 2023-2024 Operational budget is \$3,499,871 an increase of \$123,301 from prior year. The total of all Lehigh and Carbon County district contributions of the operating budget is \$819,040, a 0% change. The Catasauqua Area School District share is \$25,070, a decrease (150) change.

C. Approval of Lehigh Career & Technical Institute Proposed 2023-2024 Budget

Approval is requested for the 2023-2024 Budget of Lehigh Career & Technical Institute. The total 2023-2024 Operating Budget is \$30,704,013, an increase of \$924,173 or 3.10% increase. The Catasauqua Area School District share is \$917,646.90, an increase of \$7,456.46 or, 0.83% increase. The proposed Academic Center Budget is \$2,330,789, an increase of \$166,689.00 or, 7.70% increase, based on a projected enrollment of 400 total Students at a cost of \$5,826.97 per Student. The Catasauqua Area School District share of the Academic Center Budget is \$105,031, and increase of \$13,016 or, 14.15% increase..

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

ROLL CALL VOTE

MOTION BY: Emert SECONDED BY: McGinley

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

NAY: 0

Eight Ayes, Zero Nays, Motion carried

13. PERSONNEL

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

Name	Assignment	Reason
Mary Anne Haney	Substitute Teacher	Other Employment
Corey Lentz	Substitute Teacher	Did Not Renew Clearances
Karen Stem	Substitute Teacher	Did Not Renew Clearances

B. Substitutes

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

Name	Assignment
Linda Pluchinsky*	Non-Certified Instructional Aide Substitute
John Yanek	Substitute Teacher
Attarid Hasan	Guest Teacher

* pending receipt of employment paperwork

C. Resignation

1. Employee: Robert Arnold
Status: Pep Band Director
Reason: Personal
Effective: January 12, 2023
2. Employee: Abigail Morganelli
Status: Second Grade Teacher
Reason: Personal
Effective: January 13, 2023
3. Employee: Paul Holubowski
Status: Assistant Girls Basketball Coach
Reason: Personal
Effective: January 12, 2023
4. Employee: Trajano Bastidas
Status: Middle School Soccer Coach
Reason: Personal
Effective: January 17, 2023
5. Employee: Sarah Seidel
Status: Fifth Grade Teacher
Reason: Sick
Effective: February 14, 2023

D. Appointment of Extra-Curricular Positions – 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	Robert Arnold **	Pep Band Director	\$300.00
2	James Wilson	Sheckler Science Fair Coordinator	\$282.00
3	Robert Skipper***	Assistant Girls' Basketball Coach	\$4,067.00
4	Travis Brett	Weight Room Monitor-Spring	\$600.00
5	Daniel Lopez *	Assistant Baseball Coach	Volunteer
6	Tyler Monahan *	Assistant Track Coach	Volunteer
7	Cathy Moore	Assistant Softball Coach	Volunteer
8	John Leiderman	CMS Audio Visual Coord-shared 15%	\$285.45
9	Stephan Roman *	Assistant Indoor Guard	Volunteer
10	Katherine Haberen	Assistant Softball Coach	Volunteer

*pending receipt of employment paperwork

**change in stipend due to resignation. Original stipend was \$600.00 new stipend is \$300.00

*** originally approved as a volunteer on October 11, 2022

E. Appointment of Extra-Curricular Positions – 2023-2024 School Year

It is recommended that the names listed below of extra-curricular positions be appointed as noted for the 2023-2024 school-year:

#	Name	Position	Stipend
1	Amanda Freiler	Head Field Hockey Coach	\$5,399.00

F. Approval for Days Without Pay

1. Name: Rebecca Stocker
Reason: Personal
Effective: 2023 January 18, 19, 20
2. Name: Allysha Weaver
Reason: Personal
Effective: 2023 May 3
3. Name: Erin Stramitis
Reason: Sick
Effective: 2023 February 7
Reason: Personal
Effective: 2023 May 5
4. Name: Cecilia Ramirez
Reason: Sick
Effective: 2023 January 31
2023 February 1, 2, 3

5. Name: Sarah Seng

Reason: Personal
 Effective: 2023 February 9

G. Approval of FMLA for Employee # 2489

Approval for FMLA for employee #2489 effective beginning approximately April 16, 2023, to approximately June 9, 2023.

H. Approval for Short Term Substitute Rate of \$180.00 Per Day for Cathy Moore Effective January 26, 2023 to February 3, 2023

I. Approval for Short Term Substitute Rate of \$180.00 per day for Brian Byrd Effective February 6, 2023 to June 9, 2023.

J. Approval for Short Term Substitute Rate of \$180.00 per day for Sarah Seng Effective January 24, 2023 to January 31, 2023.

K. Change in Employment Status

1. Name: Sarah Seng
- Previous Status: Substitute Teacher
- Current Status: Long Term Substitute
- Assignment: Sheckler Elementary School
- Rate of Pay: \$59,127
- Benefits: As Per Collective Bargaining Agreement
- Effective: February 1, 2023 to June 9, 2023 Retroactive to August 22, 2022

L. Approval to Employ Six Custodial Student 2023 Summer Workers

Approval is requested for employment of up to six temporary Custodial Summer Workers for up to six weeks during the summer of 2023

M. Half Year Salary Increment Change

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

Colleen Mashett	Step	Degree	Credits	Salary
New	3	M	30	\$68,940.00
Old	3	M	27	\$67,940.00
Difference				\$1,000.00
Half Increment				\$500.00

** At this time, Dale Hein commended Trajano for his dedication and service to the Catasauqua community in the area of Soccer coaching, teaching, and general involvement.*

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

ROLL CALL VOTE

MOTION BY: Hein SECONDED BY: Bashaw

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

NAY: 0

Eight Ayes, Zero Nays, Motion carried

14. CURRICULUM**A. Catasauqua High School Career Planning Guide**

Approval is requested for the Catasauqua High School Career Planning Guide for the 2023-2024 school year.

B. Approval of Planned Courses of Study

Approval is requested for the Planned Courses of Study as listed:

AP Computer Science A**15. BOARD APPROVALS****A. Authorization to Bid for Fuel Oil 2023-2024**

Approval is requested to authorize bidding for fuel oil via Keystone Purchasing Network, Intermediate Unit #16, effective 2023-2024 school year.

B. Approval of Summer School at Allentown City, Northampton Area, and Whitehall-Coplay School Districts

Approval is requested to ask for permission from Allentown City School District, Northampton Area School District, and Whitehall-Coplay School District allowing students from the Catasauqua Middle School (grades 5, 6, 7, and 8) and the Catasauqua High School (grades 9, 10, 11, and 12) to attend summer school for the Summer of 2023 in the Allentown City School District, Northampton Area School District, Whitehall-Coplay School District, at a tuition rate designated by their school board, and that tuition payment is the responsibility of the parent/guardian.

C. Approval To Attend Overnight Field Trip**D. Approval of Service Agreement With Preferred EAP**

Administration recommends approval of this (2) two year Preferred EAP agreement providing employee assistance programs. Agreement effective March 1, 2023 through February 28, 2025.

E. Approval to Dedicate Catasauqua's Alumni Field Track as the "Willis C. Strein Track" in Honor of the Former Catasauqua Teacher of 38 Years, Invitational Relays Director Since 1972, and Inductee Into Catasauqua's Hall of Fame in 2008. Willis C. Strein (February 3, 1934-December 12, 2012).**F. Approval of Policy – First Reading**

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

Section: Finances
Policy #: 603
Title: Financial Reports and Statements

G. 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.

Price Market Place S 4th St
 W Gordon and Ridge Ave
 Fountain Hill Elem
 Colonial Academy, Bath

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

ROLL CALL VOTE

MOTION BY: Hein SECONDED BY: Cieslak

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

NAY: 0

Eight Ayes, Zero Nays, Motion carried

16. RECOGNITION OF GUESTS & VISITORS

Kristin Brobst: We are working with the Drama Club and Parents. Dinner and Show tickets available on Saturday! Indoor Guard is progressing and competition starts soon. End of March show. Tough to obtain gym time but we are appreciative. Concerts upcoming! Thank you to Mr. Schnug and Mr. Moll for their support and filling in much needed support. We are growing and committed to indoor programs to build all of our programs.

Paul Reilly: Received a \$50k grant for HS cameras, etc.

Eric Dauberman: Working on remediation projects, after school programs, etc.

Dr. Robert Kucharczuk: Literacy Night coming up. HSA supports us with this event. Science Fair next.

Melissa Inselmann: In the midst of PTF Fundraiser; CMS Souper Bowl Food Drive occurred; Mr. Lucci's homeroom won a pizza party. Valentine's Day Dance held last Friday. Class level meetings held today, focusing on kindness recognition and activities; Future events shared.

Adam Schnug: Day One of Spirit Activities is tomorrow; Thanked the Board for supporting the Career Planning Guide; Upcoming events were announced.

Christy Cooper: Had nothing to add this evening.

Shawn McGinley: Recognition to Coach Bastidas; Congrats to the Performing Arts participants, doing a remarkable job.

Jason Bashaw: Kudos to those involved in the Performing Arts programs! This District never ceases to amaze me!

Lauren Cieslak: Happy Valentine's Day!

Dale Hein: Thank you to our teachers who attend to recognize our students during the Board Meeting. Christy added that many teachers also attend CYAA events! Today was a momentous occasion for Girls' Wrestling, reaching the 100 team milestone. Tomorrow is National SRO Day! They do an amazing job! Let's recognize them!

Jillian Emert: Congratulations to Angie singing at the PPL Center.

David Knerr: Had nothing to add this evening

Dr. Christina Lutz-Doemling: In the process of completing the Flexible Instructional Day (FID) application allowing the implementation of virtual days.

Robert Spengler: Happy Valentine's Day everyone!

17. NEXT MEETING DATES

A. Tuesday, March 14, 2023 7:00 PM School Board Meeting

18. ADJOURNMENT

MOTION BY: Emert SECONDED BY: Cooper

Motion carried

Time Adjourned: 8:18P.M.

Respectfully submitted,

Jason Bashaw
Secretary