

**MINUTES**  
**CATASAUQUA AREA SCHOOL DISTRICT**  
 Tuesday, January 10, 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	
Carol Cunningham		Dave Knerr	X
Jason Bashaw		Christina Lutz-Doemling	X
Donald Panto		Lindsey Wallace	X
Lauren Cieslak	X	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
Student Representatives		Robert Kucharczuk	X
Kayla Cunningham	X	Thomas Moll	
Angelina Dries	X	Daniel Muthersbaugh	
Emily Eisenhard (Alternate)		Kimberly Mooney	

*X = Present*

*Visitors: See list inserted in Permanent Minute Book*

*\*Melissa Inselmann left the board meeting at 7:40 pm.*

4. **NOTICE OF EXECUTIVE SESSIONS**
  - A. Executive Session for Legal and Personnel Reasons at 6:00 P.M.  
*No Executive Session Was Held*
5. **PRESENTATIONS/AUDIENCE INPUT ON AGENDA**
  - A. Catasauqua Middle School Roughie of the Month –Melissa Inselmann

GRADE 5	GRADE 6	GRADE 7	GRADE 8
Fabian Sanchez	Elanor (Ellie) Trotter	Greg-Anthony Rodriguez	Chase Jarrah

**B. School Board Director Recognition Month**

*Building Principal's along with selected student's, provided the Board with gifts from their buildings.*

*Dr. Christina Lutz-Doemling recognized two of our School Board Members as recipients of a Pennsylvania's School Board Association Honor Roll Certificate. School Board President, Duane Deitrich, for his 12 years of service and Carol Cunningham for her incredible 20 years of service, unfortunately Carol Cunningham was not in attendance to receive her certificate this evening.*

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

*Dr. Christina Lutz-Doemling-Provided the Board with many updates including exam and textbook updates.*

**a) Academic Recovery – Eric Dauberman**

*Mr. Eric Dauberman updated the Board with District and student academic progress.*

**B. Finance – Robert J. Spengler**

*Ms. Lindsey Wallace: Auditors finished up with single audit of ESSER funds today, so the Financial Statements for February's Board. Act 1 for Catasauqua is 5.3%*

**C. Building & Grounds – Robert J. Spengler**

*Dr. Christina Lutz-Doemling explained to the Board that Mr. Spengler will bring up Building and Grounds topics during the February 1<sup>st</sup> Building and Grounds Committee Meeting.*

**D. Policy – David Knerr – Nothing to add****E. Athletics-Thomas Moll**

*Mr. Schnug provided an update on upcoming spring sports, provided dates for the different sport's senior night.*

**F. Carbon Lehigh Intermediate Unit # 21 – Duane Deitrich**

*Mr. Deitrich attended the meeting on December 19<sup>th</sup>, a couple topics discussed were; the announcement of the Gulf Tournament, a facilities dog is being added.*

**G. Borough of Catasauqua – Dale Hein**

*Mr. Hein did was not present at the borough meeting, but did provide information about the tax hike and how it only slightly impacts the school district with the two small properties and paying the borough taxes. Sewage and water have also increased significantly.*

**H. Borough of North Catasauqua – Jason Bashaw – Not present at the board meeting****I. Hanover Township – Lindsey Wallace**

*Ms. Wallace spoke with Vicky Roth, there were no updates to report.*

**J. PSBA Liaison Update – Donald Panto Not present at the board meeting****K. Lehigh Career & Technical Institute Update – Jillian Emert**

*Ms. Emert provided an update on meetings held, they are moving to a 100% online application only, however if a student needs another form of application.*

**L. Student Representatives - Kayla Cunningham & Angelina Dries**

*The students Provided an update on the different events or clubs happening, and expressed their appreciation to the board for allowing it all to happen.*

*\*At this point, Lindsey Wallace provided the Board with an update on the coaching situation that was brought up under 6 E. Athletics. Robert Skipper, who is currently a volunteer, has been coaching and will receive board approval, retroactively, during the February board meeting.*

7. **APPROVAL OF MINUTES FROM PRIOR MEETING(S)**
  - A. **Reorganization School Board Meeting Held on December 6, 2022**
  - B. **School Board Meeting Held on December 6, 2022**
8. **APPROVAL OF TREASURER’S REPORT FOR DECEMBER 2022**
9. **APPROVAL OF BUDGET TRANSFERS DECEMBER 2022**
10. **APPROVAL FOR PAYMENT OF ALL A/P BILLS JANUARY 2023**
11. **APPROVAL TO RATIFY ALL EXPENSES OTHER THAN A/P DECEMBER 2022**
12. **FINANCIAL**

**A. Approval of Service Contracts, As Per Federal E-rate Program Requirements**

**1. Service Electric Cable TV & Communications**

2260 Avenue A Bethlehem

10 Gbps Lit Fiber Connectivity:

Catasauqua High School to Catasauqua Middle School

Catasauqua High School to Sheckler Elementary School

Pre-eRate Cost: \$2200/Month = \$26,400 / year

Cost After Anticipated 90% E-Rate Discount: \$220/Month = \$2,640/year

Term of Contract:

July 1, 2023 to June 30, 2028 – Total of 5 Years

**B. Exoneration – Tax Collectors 2022-2023 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 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 12-31-22.

<b>Tax Collector</b>	<b>Municipality</b>	<b>2022-2023-Base Real Estate</b>	<b>2022-2023 Interim</b>
James Delbertis	Catasauqua	\$219,879.02	\$0.00
Catasauqua Area SD	Hanover Twp.	\$216,036.53	\$0.00
Donna Schifko	North Catasauqua	\$73,578.98	\$0.00
	<b>TOTAL</b>	\$509,494.53	\$0.00

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

### **ROLL CALL VOTE**

MOTION BY: Emert SECONDED BY: McGinley

AYE: Emert, Cooper, McGinley, Hein, 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	Assignment	Reason
Patricia Fahringer	Café Substitute	Did not renew employment clearances
Rachael Inman	Substitute Teacher	Did not renew employment clearances
Albert Check	Substitute Driver	Did not renew employment clearances

### **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
Toshya Gonzalez	Substitute Teacher
*Earl Kocher	Substitute Custodian
Luciana Bonati-Samie	Substitute Driver
**Kathryn Anchorstar	Substitute Teacher
*Gunner Pattison	Substitute Teacher
*Madeline Ziegenfus	Guest Teacher
*Joseph Billera	Guest Teacher
*Marin Koeller	Guest Teacher
*Sam Lux	Guest Teacher
*Joseph Peters	Guest Teacher

\*pending receipt of employment paperwork

\*\* rescinded resignation approved 12/6/22

### **C. Approval for Short Term Substitute Rate of \$180.00 Per Day for Brian Byrd Effective December 12, 2022 to Approximately January 31, 2023.**

### **D. Approval for Substitute Rate of \$130.00 Per Day for Gunner Pattison Effective First Day of Employment.**

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

**ROLL CALL VOTE**

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

**E. Approval for Days Without Pay**

1. Name: Lisa Casciotti  
 Reason: Sick  
 Effective: 2022 December 8<sup>th</sup> & 9<sup>th</sup>
  
2. Name: Robert Steckel  
 Reason: Personal  
 Effective: 2023 January 13<sup>th</sup> & 17<sup>th</sup>
  
3. Name: Cherie Gebhardt  
 Reason: Personal  
 Effective: 2023 January 11

**ROLL CALL VOTE**

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

**F. Approval is requested for the following Student Nurses for the 2022-2023 School Year:**

<b>College - Eastern University School of Nursing</b>	<b>Effective: January 11, 2023 to April 26, 2023</b>
Name: Danielle Sodl	Nursing: Donna Tercha

<b>College – Cedar Crest</b>	<b>Effective: January 25, 2023</b>
Name: Kayle Grohotolski	Nursing: Donna Tercha
Name: Leakena Ork	Nursing: Donna Tercha
	<b>Effective: January 27, 2023</b>
Name: Mackenzie Hunsicker	Nursing: Donna Tercha
Name: Hannah Kistler	Nursing: Donna Tercha

	<b>Effective: January 30, 2023</b>
Name: Danielle Walter	Nursing: Donna Tercha
Name: Erin Kreider	Nursing: Donna Tercha
	<b>Effective: February 8, 2023</b>
Name: Cheyenne Weasner	Nursing: Donna Tercha
	<b>Effective: February 10, 2023</b>
Name: Samantha Gillespie	Nursing: Donna Tercha
	<b>Effective: February 13, 2023</b>
Name: Amber Cieri	Nursing: Donna Tercha
Name: Morgan Frantz	Nursing: Donna Tercha
	<b>Effective: February 17, 2023</b>
Name: Kharla Sanchez Cuesta	Nursing: Donna Tercha
	<b>Effective: February 20, 2023</b>
Name: Connie Hernandez	Nursing: Donna Tercha
	<b>Effective: February 22, 2023</b>
Name: Lauren Mele	Nursing: Donna Tercha
	<b>Effective: March 3, 2023</b>
Name: Megan Fink	Nursing: Donna Tercha

### **G. Nomination for Appointment**

1. Name: Rebecca Stocker\*  
Status: Non-Certified Instructional Aide  
Assignment: Sheckler Elementary School  
Rate of Pay: \$133.00/Per Day  
Benefits: N/A  
Effective: Upon receipt of Employment Paperwork
  
2. Name: Nicole Grym\*  
Status: Non-Certified Instructional Aide  
Assignment: Catasauqua High School  
Rate of Pay: \$133.00/Per Day  
Benefits: N/A  
Effective: Upon receipt of Employment Paperwork
  
3. Name: Cherylee Reyes  
Status: Bus Driver  
Assignment: Transportation  
Rate of Pay: \$21.88/Per Hour  
Benefits: N/A  
Effective: Upon receipt of Employment Paperwork

**H. Half Year Salary Increment Change**

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

<b>Brandon Keks</b>	<b>Step</b>	<b>Degree</b>	<b>Credits</b>	<b>Salary</b>
<b>New</b>	4	BS	24	\$66,838.00
<b>Old</b>	4	BS	21	\$66,171.00
<b>Difference</b>				\$667.00
<b>Half Increment</b>				\$333.50

<b>Thomas Leeds</b>	<b>Step</b>	<b>Degree</b>	<b>Credits</b>	<b>Salary</b>
<b>New</b>	2	BS	24	\$62,055.00
<b>Old</b>	2	BS	21	\$61,475.00
<b>Difference</b>				\$580.00
<b>Half Increment</b>				\$290.00

14. **CURRICULUM**

A. None

15. **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 2023-2024 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. 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 13F, 13G, 13H, 15A, and 15B were combined by Board request*

**ROLL CALL VOTE**

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

**16. RECOGNITION OF GUESTS & VISITORS**

*Ms. Kristen Brobst – Faith Drive, Catasauqua - provided the board with several updates including Marching Band activities, spring concerts, and signups.*

*Mr. Hein: Brought up concerns about extracurricular positions that have not yet been filled. It was also brought up that one of our high school students, Angela Dries, sings the National Anthem amazingly at our sporting events when she goes to the games. Mr. Hein also thanked everyone for the gifts received.*

*Kathy Kotran-Thanked the board for all their support throughout the years.*

*Eric Dauberman-Provided some information to the Board regarding health and safety items. Thanked our Maintenance department for installing the new AED at CMS.*

*Dr. Kucharczuk – Provided a couple updates, Sheckler’s winter concert had a great turnout. Holiday spirit week also went well. Science Fair coming up in March.*

*Adam Schnug – Provided updates on winter Keystones, final exams in January, and debate in February. Thanked everybody for their support during the difficult time with the loss of two former Catasauqua high school students, Dante Kaintz and Elijah Soler.*

*Christy Cooper – Thanked the principals for all they did in putting together the Board Appreciation gifts. The January board meetings are always a highlight every year.*

*Shawn McGinley – Thanked the district and administration for making the job as a board member easier.*

*Lauren Cieslak- Thanked the Sheckler Elementary Home and School, for the Santa visit and gifts tradition. Also thanked the CMS Band Concert, Mr. Arnold, Mr. Schultheis, and Mr. Leiderman for the great job. Ms. Cieslak also thanked everyone for their gifts received for Board Appreciation.*

*Jillian Emert- Also thanked everyone for the gifts received for Board Appreciation.*

*Student Rep - Thanked everyone for all they do in making school fun and enjoyable.*

*Lindsey Wallace – Received a \$6,000.00 donation from Holy Trinity for the middle school band instruments. Lindsey expressed her appreciation and generosity of the donation Also thanked the Board for all the support they provide the district.*

*Dr. Christina Lutz-Doemling – Wished everyone a Happy and Healthy New Year and thanked the School Board for everything they do in support of the district..*

*Duane Deitrich – Mirrored what everyone else said this evening when reflecting on the appreciation. Happy New Year.*

**17. NEXT MEETING DATES**

- |                                |           |                             |
|--------------------------------|-----------|-----------------------------|
| A. Wednesday, February 1, 2023 | 5:00 PM   | Buildings and Grounds       |
|                                | 6:00 PM   | Athletic Committee Meeting  |
|                                | 7:00 PM   | Academics Committee Meeting |
| B. Tuesday, February 14, 2023  | 7:00 P.M. | School Board Meeting        |

*MOTION BY: Hein    SECONDED BY: Emert*

*Motion carried*

***Time Adjourned: 8:31P.M.***

Respectfully submitted,

Jason Bashaw  
Secretary