

**MINUTES**  
**CATASAUQUA AREA SCHOOL DISTRICT**  
**Tuesday, December 6, 2022**  
**7:00 PM – District Administration Office**

1. **CALL TO ORDER** ..... President \_\_\_\_\_  
*President, Duane Deitrich, Called the Meeting to Order at 7:15 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	X	Dave Knerr	X
Jason Bashaw	X	Christina Lutz-Doemling	
Donald Panto	X	Lindsey Wallace	X
Lauren Cieslak	X	Kathleen Kotran	
Christy Cooper	X	Paul Reilly	X
Jillian Emert	X	Eric Dauberman	
Dale Hein	X	Melissa Inselmann	X
Shawn McGinley	X	Adam Schnug	X
Student Representatives		Robert Kucharczuk	X
Kayla Cunningham	X	Thomas Moll	
Angelina Dries		Daniel Muthersbaugh	
Emily Eisenhard (Alternate)		Kimberly Mooney	

*X = Present*

*Visitors: See list inserted in Permanent Minute Book*

4. **NOTICE OF EXECUTIVE SESSIONS**
  - A. Executive Session for legal and personnel reasons will be held before the meetings at 6:00 P.M  
*An Executive Session was held until 7:05 P.M*
5. **PRESENTATIONS/AUDIENCE INPUT ON AGENDA**
  - A. Sheckler Elementary School Students of the Month – Robert Kucharczuk

<i>Grade - 1</i>					
<i>Jordyn Seremula</i>	<i>Aria Bridges</i>	<i>Scarlett Ramstine</i>	<i>Penelope Garcia</i>	<i>Emily Miltenberger</i>	<i>Elijah Gonzalez</i>
<i>Grade - 4</i>					
<i>Coraline Margeson</i>	<i>Prudencia Ekuma</i>				

6. **ADMINISTRATION/BOARD DISCUSSION & REPORTS**
  - A. None
7. **APPROVAL OF MINUTES FROM PRIOR MEETING**
  - A. **School Board Meeting Held on November 8, 2022**

8. **APPROVAL OF TREASURER'S REPORT FOR NOVEMBER 2022**
9. **APPROVAL OF BUDGET TRANSFERS NOVEMBER 2022** **ACCOUNT CODES**
10. **APPROVAL FOR PAYMENT OF ALL A/P BILLS DECEMBER 2022**
11. **APPROVAL TO RATIFY ALL EXPENSES OTHER THAN A/P NOVEMBER 2022**
12. **APPROVAL TO TO RUN MANUAL CHECKS PRIOR TO JANUARY 10, 2023 BOARD MEETING**
13. **FINANCIAL**

**A. Participation in Bid Supply Program**

Permission is requested to participate in the Pennsylvania Education Joint Purchasing Council (I.U. #16) and Lehigh Career & Technical Institute bid supply program for the 2023-2024 school year.

*Items 7A, 8, 9,10, 11, 12, and 13 were combined by Board request*

**ROLL CALL VOTE**

*MOTION BY: McGinley      SECONDED BY: Cunningham*

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

*NAY: 0*

*Nine Ayes, Zero Nays, Motion carried*

**14. PERSONNEL**

**A. Resignation**

1. Employee: Janet Wanamaker  
 Status: Non-Certified Instructional Aide Catasauqua High School  
 Reason: Personal  
 Effective: November 14, 2022
  
2. Employee: #433  
 Status: Assistant Girls Basketball Coach-Volunteer  
 Reason: Personal  
 Effective: November 9, 2022  
  
 Status: Game Worker  
 Reason: Personal  
 Effective: November 9, 2022
  
3. Employee: Amber Bossons  
 Status: Non-Certified Instructional Aide Sheckler Elementary  
 Reason: Personal  
 Effective: November 23, 2022

4. Employee: Andrew Brett  
Status: Assistant Boys Basketball Coach-Volunteer  
Reason: Personal  
Effective: November 29, 2022
5. Employee: Brenda McGuire  
Status: Drama Director  
Reason: Personal  
Effective: November 16, 2022
6. Employee: Kerry McGuire  
Status: Assistant Drama Director  
Reason: Personal  
Effective: November 16, 2022

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

Name	Assignment	Reason
Joan Korp	Non-Certified Instructional Aide Sub	Personal
Kathryn Anchorstar	Substitute Teacher	Did not renew employment clearances

**C. Substitutes**

Name	Assignment
Larry Hein *	Substitute Custodian
Matthew Rooney *	Substitute Driver
Jessica McNally *	Cafeteria Substitute

\*pending receipt of employment paperwork

**D. Approval for Short Term Substitute Rate of \$180.00 Per Day for Andrew Brett Effective October 31, 2022 to June 9, 2023.**

**E. Approval Is Requested To Establish A Sick Bank For Employee #2136 Upon Exhaustion Of Accrued Days, Effective Immediately As A Contingency If Needed Without Precedence**

**F. 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	Jacob Smith	Assistant Boys Basketball Coach	Volunteer
2	Michael Shearer *	Assistant Indoor Guard	Volunteer
3	Gregory Snider*	Assistant Drama Director	Volunteer
4	John Leiderman	Drama Director	\$3,057.01
5	Marissa Brewer *	Assistant Drama Director	\$1,505.69
6	Frank Piff*	Assistant Wrestling Coach	Volunteer

\*pending receipt of employment paperwork

**G. Approval of Student Teacher/Intern**

Approval is requested for the following student teacher/intern as listed:

<b>College - Kutztown University</b>	<b>Effective: January 24, 2023 to March 17, 2023</b>
Name: Patrick Sweet *	Music: Robert Arnold
<b>College – Kutztown University</b>	<b>Effective: March 20, 2023 to May 11, 2023</b>
Name: Samuel Kang *	Music: Robert Arnold

<b>College - DeSales University</b>	<b>Effective: TBD</b>
Name: Trey Hinkle	Social Studies: Trajano Bastidas

\*pending receipt of paperwork

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

**ROLL CALL VOTE**

*MOTION BY: Hein    SECONDED BY: Cunningham*

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

*NAY: 0*

*Nine Ayes, Zero Nays, Motion carried*

*\* At this point Dale Hein made a motion to add: To allow administration to hire/fire adjust any extracurricular salaries and positions until January because the season would be over since there are vacancies due to resignations and positions not filled*

**ROLL CALL VOTE**

*MOTION BY: Hein    SECONDED BY: Cunningham*

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

*NAY: 0*

*Nine Ayes, Zero Nays, Motion carried*

**H. Approval for Days Without Pay**

1. Name: Lisa Casciotti
- Reason: Sick
- Effective: 2022 December 5<sup>th</sup>, 6<sup>th</sup>, and 7<sup>th</sup>

**ROLL CALL VOTE**

*MOTION BY: Hein    SECONDED BY: Cunningham*

*AYE: Cieslak, McGinley, Emert, Bashaw, Cooper, Cunningham, Panto, Deitrich*

*NAY: 0*

***Abstention by Hein***

*Eight Ayes, Zero Nays, Motion carried*

**15. CURRICULUM**

**A. None**

## 16. BOARD APPROVALS

### A. Nomination of Board Member to Represent Catasauqua Area School District on the Lehigh Career & Technical Institute Board of Directors

Approval is requested to nominate a Catasauqua Area School District Board Member to represent the District on the Lehigh Career & Technical Institute Board of Directors. Candidate will serve from December 1, 2022 to December 1, 2023.

**Nomination:** Jillian Emert, on nomination by Hein

**Nominations closed:**

Ballot for Lehigh Career & Technical Institute Board of Directors: Jillian Emert

#### **ROLL CALL VOTE**

*Voting for Jillian Emert*

*AYE: Cooper, Cunningham, Cieslak, Bashaw, Panto, McGinley, Hein, Deitrich*

*NAY: 0*

**Abstention by Emert**

*Eight Ayes, Zero Nays, Motion carried*

### B. Nomination of Alternate Board Member to Represent Catasauqua Area School District on the Lehigh Career & Technical Institute Board of Directors

Approval is requested to nominate an alternate Catasauqua Area School District Board Member to represent the District on the Lehigh Career & Technical Institute Board of Directors. Alternate Candidate will serve from December 1, 2022 to December 1, 2023.

**Nomination:** Dale Hein, on nomination by Emert

**Nominations closed:**

Ballot for Alternate Lehigh Career & Technical Institute Board of Directors Dale Hein

#### **ROLL CALL VOTE**

*Voting for Dale Hein*

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

*NAY: 0*

**Abstention by Hein**

*Eight Ayes, Zero Nays, Motion carried*

### C. Approval is Requested to Contract with Hillendale Associates Inc. and US Enrollment Services for Annual ACA Reporting Option 1, Flat Fee (Service Agreement) (Business Partner Agreement)

#### **ROLL CALL VOTE**

*MOTION BY: Cunningham SECONDED BY: McGinley*

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

*NAY: 0*

*Nine Ayes, Zero Nays, Motion carried*

**D. 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.

**15th & Sumner @ Turkey Hill**

*MOTION BY: Emert*

*SECONDED BY: Cunningham*

*Motion carried: All ayes*

**17. RECOGNITION OF GUESTS & VISITORS**

*Jillian Emert: Congratulated two Catasauqua High School LCTI students for their National Honor Society nomination*

*Robert J. Spengler: Asked the board to take home the poinsettias placed at their seats, and extended a thank you for all they do for our district.*

*Robert Kucharczuk: Shared how his first Turkey Day Feast was a great experience. Discussed the turnout with Parent Teacher conferences and other various events held at Sheckler Elementary.*

*Melissa Inselmann: Provided highlights with the Board of all the events occurring at CMS. The Shop with a Cop Event was a huge success.*

*Adam Schnug: Thanked the board for all their support of their Thanksgiving events and traditions at CHS which helped make it all a success.*

*Kayla Cunningham – Shared information to the board about the traditional events at CHS and how they all went off with success.*

**18. NEXT MEETING DATE**

- |           |                                |           |                             |
|-----------|--------------------------------|-----------|-----------------------------|
| <b>A.</b> | Tuesday, January 10, 2023 *    | 7:00 P.M. | School Board Meeting        |
| <b>B.</b> | Wednesday, February 1, 2023 ** | 5:00 PM   | Buildings and Grounds       |
|           |                                | 6:00 PM   | Athletic Committee Meeting  |
|           |                                | 7:00 PM   | Academics Committee Meeting |

\* upon board approval of 2023 board meeting dates

\*\* upon board approval of 2023 committee meeting dates

*MOTION BY: Cunningham    SECONDED BY: McGinley*

*Motion carried*

***Time Adjourned: 8:03P.M.***

Respectfully submitted,

Jason Bashaw  
Secretary