

MINUTES
CATASAUQUA AREA SCHOOL DISTRICT
Tuesday, September 13, 2022
7:00 P.M. – District Administration Office

1. **CALL TO ORDER** **Board Secretary, Jason Bashaw**
Jillian Emert, School Board Member, 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		Robert J. Spengler	X
Carol Cunningham	X	Dave Knerr	X
Jason Bashaw		Christina Lutz-Doemling	X
Donald Panto		Lindsey Wallace	X
Lauren Cieslak		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		Thomas Moll	
Angelina Dries		Daniel Muthersbaugh	
Emily Eisenhard (Alternate)	X	Kimberly Mooney	

X=Present

V=Virtually Present

Visitors: See List inserted in Permanent Minute Book

**At this point Dale Hein made a Motion to appoint Jillian Emert to sit in as Temporary Board President for tonight’s preceding.*

*MOTION BY: Hein SECONDED BY: McGinley
 Motion carried*

4. **NOTICE OF EXECUTIVE SESSIONS**
 - A. An Executive Session for legal and personnel reasons will be held before the meeting at 6:00 PM
Executive Session was held from 6:00 P.M. until 6:55 P.M.

5. **PRESENTATIONS/AUDIENCE INPUT ON AGENDA**
 - A. None

6. **ADMINISTRATION/BOARD DISCUSSION & REPORTS**
 - A. Academics and Education – Christina Lutz-Doemling
Christina Lutz-Doemling - Thanked Teachers, Faculty, Principals, and staff for a very smooth start. Implementing PD throughout the District. Student arrival excellent

- B. Finance – Robert J. Spengler – *No Updates*
- C. Building & Grounds – Robert J. Spengler
 - *Memory Garden cleanup - Donna Tercha and her church's God's Work Our Hands event*
 - *New Hot water heaters installed at CMS by our Maintenance Staff*
 - *Water line installed with District personnel oversight*
 - *Stadium HUDL system camera mounted -Our Maintenance Crew welded a bracket, ran conduit and electric and mounted*
 - *Concrete Pad at Stadium is complete with District maintenance staff involvement and oversight*
 - *Bussing update*
 - *Need at least one more driver*
 - *Beta stops now*
 - *Determining locations of stops and running scenarios*
 - *Analysis of MS times*
 - *Location of pickup and drop off*
- D. Policy – David Knerr – *No Updates*
- E. Athletics-Thomas Moll – *No Updates*
- F. Carbon Lehigh Intermediate Unit # 21 – Duane Deitrich – *None*
- G. Borough of Catasauqua – Dale Hein
Lots of Transitions occurring. New Treasurer has been hired. Hopefully a new Borough Manager will be hired soon.
- H. Borough of North Catasauqua – Jason Bashaw– *None*
- I. Hanover Township – Lindsey Wallace– *No Updates*
- J. PSBA Liaison Update – Donald Panto– *None*
- K. Lehigh Career & Technical Institute Update – Jillian Emert
Open House is on October 27, 2022 all are invited to attend
- L. Student Representatives - Kayla Cunningham & Angelina Dries
Emily Eisenhard was introduced by Adam Schnug. Everyone is excited for Open House and the start of Clubs and Activities

7. APPROVAL OF MINUTES FROM PRIOR MEETING(S)

A. School Board Meeting Held on August 9, 2022

8. APPROVAL OF TREASURER'S REPORT FOR AUGUST 2022

9. APPROVAL OF BUDGET TRANSFERS AUGUST 2022 – None for this month

10. APPROVAL FOR PAYMENT OF ALL A/P BILLS SEPTEMBER 2022

11. APPROVAL TO RATIFY ALL EXPENSES OTHER THAN A/P AUGUST 2022

12. FINANCIAL**A. Approval of 2022-2023 School Year Cyber Policy Insurance Rate**

Approval is requested for the following 2022-2023 Cyber Policy insurance rate from Westchester CHUBB/CM Regent Insurance Company endorsed from PSBA Insurance Trust.

	2021-2022	2022-2023
Cyber Policy **	\$25,547	\$21,247

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 2021-2022 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 were 7-31-22.

Tax Collector	Municipality	2021-2022 Interim
James Delbertis	Catasauqua	\$73.53
Catasauqua Area SD	Hanover Twp	\$0.00
Donna Schifko	North Catasauqua	\$57,051.14
	TOTAL	\$57,124.67

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

ROLL CALL VOTE

MOTION BY: Cunningham SECONDED BY: McGinley

AYE: Cunningham, Hein, Cooper, Emert, McGinley

NAY: 0

Five Ayes, Zero Nays, Motion carried

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

Name	Assignment	Reason
Kaleigh Bobeck	Substitute Teacher	Other Employment
Jane Kuhn	Guest Teacher	Did Not Renew Credentials
Melanie Irizarry	Cafeteria Substitute	Did Not Renew Clearances
Robert Cavallucci	NonCert Instructional Aide Substitute	Did Not Renew Clearances
Matthew Anthony	Substitute Teacher	Other Employment

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
Susan Lesko	Non Certified Instructional Aide Substitute
Matthew Trust	Substitute Teacher
Shawn Biernat	Substitute Teacher

C. Request to Increase Student Worker Rates

Approval is requested to increase the Student Worker rate from \$8.50 per hour to \$10.00 per hour effective August 10, 2022.

D. Nomination for Appointment

1. Name: Amber Bossons
 Status: Non-Certified Instructional Aide
 Assignment: Sheckler Elementary School
 Rate of Pay: \$133.00 per day
 Benefits: N/A
 Effective: August 22, 2022

2. Name: Laura Kotran
 Status: Non-Certified Instructional Aide
 Assignment: Sheckler Elementary School
 Rate of Pay: \$133.00 per day
 Benefits: N/A
 Effective: August 26, 2022

3. Name: Jasmine Seritsky
 Status: Non-Certified Instructional Aide
 Assignment: Sheckler Elementary School
 Rate of Pay: \$133.00 per day
 Benefits: N/A
 Effective: August 31, 2022

4. Name: Alieva Follweiler*
 Status: Non-Certified Instructional Aide
 Assignment: Sheckler Elementary School
 Rate of Pay: \$133.00 per day
 Benefits: N/A
 Effective : September 7, 2022

5. Name: Evan Frantz*
 Status: Non-Certified Instructional Aide
 Assignment: Sheckler Elementary School
 Rate of Pay: \$133.00 per day
 Benefits: N/A
 Effective: Upon Receipt of Paperwork

6. Name: Olivia Chunko*
 Status: Student Worker
 Assignment: Sheckler Elementary School
 Rate of Pay: \$10.00/Per Hour 2 Hours Per Day
 Benefits: N/A
 Effective: Upon Receipt of Paperwork
7. Name: Devin Steele*
 Status: Autistic Support Teacher
 Assignment: Sheckler Elementary School
 Rate of Pay: \$75,563 Step 8 BS + 0
 Benefits: As per Collective Bargaining Agreement
 Effective: Upon Receipt of Paperwork
8. Name: Lauren Bock*
 Status: Non-Certified Instructional Aide
 Assignment: Sheckler Elementary School
 Rate of Pay: \$133.00 per day
 Benefits: N/A
 Effective: Upon Receipt of Paperwork

*pending receipt of employment paperwork

E. Approval for Substitute Rate of \$130.00 per day for Matthew Trust effective August 29, 2022

F. Approval for Substitute Rate of \$130.00 Per Day for Shawn Biernat Effective September 7, 2022

G. Resignation

1. Employee: Luis Silva
 Status: Student Worker
 Reason: Personal
 Effective: August 9, 2022
2. Employee: Tracey Alexander
 Status: Bus Driver
 Reason: Personal
 Effective: August 17, 2022
3. Employee: Mikesha Calhoun
 Status: Cheerleading Coach
 Reason: Personal
 Effective: August 26, 2022
4. Employee: Shannon Van Spanje
 Status: Middle School Guidance Counselor
 Reason: Personal
 Effective: November 1, 2022

5. Employee: Alivea Follweiler
 Status: Sheckler Elementary Non Certified Instructional Aide
 Reason: Personal
 Effective: September 8, 2022

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	Travis Sterner	Assistant Boys Basketball Coach	Volunteer
2	Leslie Estrada	CHS Digital Media Club Advisor	\$562.00
3	Meghan Hinkle **	CHS Class of 2026 Advisor	\$709.00
4	Kawanna Waldron	Head Cheerleading Coach (change from Assistant cheer coach)	\$2,000.00
5	Jenarosa Auriemma	Asst. Cheerleading Coach (change from volunteer cheer coach)	\$1,000.00
6	Lois Reed	C3P Coordinator	\$5,000.00
7	Kyra Jackson *	Assistant Cheerleading Coach	Volunteer

* pending receipt of employment paperwork

** pending approval of below board action under 15. BOARD-Board Item (H) - Approval of Activity Fund Account – Class of 2026

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

ROLL CALL VOTE

MOTION BY: Cunningham SECONDED BY: McGinley

AYE: McGinley, Cunningham, Emert, Hein, Cooper

NAY: 0

Five Ayes, Zero Nays, Motion carried

14. CURRICULUM

15. BOARD APPROVALS

A. Approval of Settlement Agreement, Student #14892

B. Approval to Attend Conferences, Seminars, etc

C. Review of 2021 State Ethics Forms – Statement of Financial Interest

Approval of Statement of Financial Interests in form presented to the Board for the review of all current board members and persons who were Public Officials in 2021 or 2020 in accordance with board resolution of May 23, 2006.

Items 15A, 15B, and 15C were combined by Board request

ROLL CALL VOTE

MOTION BY: Cunningham SECONDED BY: McGinley

AYE: McGinley, Emert, Hein, Cooper, Cunningham

NAY: 0

Five Ayes, Zero Nays, Motion carried

D. Election of Pennsylvania School Boards Association (PSBA) Officers

** At this time “Item 15D- Election of Pennsylvania School Boards Association (PSBA) Officers)” a motion was made by Christy Cooper to authorize Jason Bashaw, Board Secretary, to record a vote for the nominated PSBA candidates as described on the linked PSBA document*

ROLL CALL VOTE

MOTION BY: Cunningham SECONDED BY: McGinley

AYE: Cooper, Cunningham, Emert, McGinley, Hein

NAY: 0

Five Ayes, Zero Nays, Motion carried

E. Approval Is Requested For The Purchasing Of Digital Radios And Repeater In Accordance With Act 55 School Mental Health & Safety and Security Grant

Approval is requested for the purchase of \$20,000 for security-related technology to update communication devices (digital radios) in the event of an emergency.

F. Approval of the Revised 2022-2023 CASD Health and Safety Plan in Accordance with Updated PDE Requirements and CDC Guidelines

G. Approval of Agreement with Salisbury Behavioral Health, Inc. to Provide Services Effective July 1, 2022 Through June 30, 2023

H. Approval of Activity Fund Account – Class of 2026

The following activity fund account has been opened during the 2022-2023 school year and should be approved by the School Board.

I. Approval of Additional Revised Van/Bus Stops

Approval is requested for additional revised Van/Bus Stops 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 be made available at all times. Additionally, changes are stored within the transportation software management system.

Lincoln St & Willow Dr
8th St & Green St
Whitehall Christian School
Schnecksville Elem
Kernsville Elem
Weisenberg Elem
St John Chrysostom Academy

Items 15E, 15F, 15G, 15H and 15I were combined by Board request

ROLL CALL VOTE

MOTION BY: Cunningham SECONDED BY: McGinley

AYE: McGinley, Cooper, Emert, Hein, Cunningham

NAY: 0

Five Ayes, Zero Nays, Motion carried

16. RECOGNITION OF GUESTS & VISITORS

Kristin Brobst: Competition season has begun. Northampton competition last week. Instrument Zoo was a huge success. Increasing percussion offerings are being considered.

Paul Reilly: iPad distribution went well.

Robert Kucharczuk : Great start to the school year. Orientation sessions were full and great. Meet the Teacher is next week,

Melissa Inselmann: Also, a great start to the school year. Meet the Teacher evening was well attended, including a Book Fair. A mock Teen Room was also presented, along with Valley Youth House. \$900 in donations to the Linton Closet as a result of the recent Catty Press Story. PTF meetings, Pictures, Clubs, etc. are all upcoming.

Adam Schnug: Thank you to everyone for a smooth start to the school year. Tomorrow is the first Activity Day at CHS. Open House Oct. 20 - Roughie Rush Sept. 23.

Emily Eisenhard: Excited for Clubs and our Drama Club - The Little Mermaid

Christina Lutz-Doemling: We are doing beginning of the Year Benchmark Testing

Lindsey Wallace: Preparing for annual Audit

Christy Cooper: Back to School Night at CMS was great. The Teen Room was a nice idea.

Shawn McGinley: Thank you to the entire CASD staff for a very smooth start!

Dale Hein: Thank you to Admin and Lisa Tkach for placing the Extracurricular Activities, Rates, Personnel, etc on the Board Secure Site. This is a good idea and I'm appreciative of this tool. I encourage Board Members to review this information.

Robert J. Spengler: Recognized our School Leaders and entire staff for a very smooth school opening.

Jillian Emert: Thank you for a smooth start. Please let us know if the Linton closet needs anything.

17. NEXT MEETING DATES

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|-----------|-----------------------------|-----------|-----------------------------|
| A. | Tuesday, October 11, 2022 | 7:00 P.M. | School Board Meeting |
| B. | Wednesday, November 2, 2022 | 4:00 PM | Buildings and Grounds |
| | | 5:00 PM | Academics Committee Meeting |
| | | 6:00 PM | Athletic Committee Meeting |

18. ADJOURNMENT

*MOTION BY: Cunningham
Motion carried*

SECONDED BY: Hein

Time Adjourned: 7:30 P.M.

Respectfully submitted,

*Jason Bashaw
Secretary*