

MINUTES
CATASAUQUA AREA SCHOOL DISTRICT
Tuesday, August 9, 2022
7:00 P.M. – District Administration Office

1. CALL TO ORDER **President, Duane Deitrich**
President, Duane Deitrich, Called the Meeting to Order at 7:25 P.M.

2. PLEDGE OF ALLEGIANCE TO THE FLAG
The Pledge of Allegiance was given

3. ROLL CALL VOTE

Board Members		Non-Board Members	
Duane Deitrich	X	Robert J. Spengler	X
Carol Cunningham *	X	Dave Knerr	X
Jason Bashaw		Christina Lutz-Doemling	
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		Adam Schnug	X
Student Representatives		Robert Kucharczuk	X
TBD		Thomas Moll	X
TBD		Daniel Muthersbaugh	
TBD		Kimberly Mooney	

* Lauren Cieslak left the room at 8:03 pm and returned at 8:04 pm

* Carol Cunningham left the room at 8:14 pm and returned at 8:16 pm

X=Present

V=Virtually Present

Visitors: See List inserted in Permanent Minute Book

4. NOTICE OF EXECUTIVE SESSIONS

A. An Executive Session for legal and personnel reasons will be held before the meeting at 6:00 P.M.

Executive Session was held from 6:00 P.M. until 7:25 P.M.

5. PRESENTATIONS/AUDIENCE INPUT ON AGENDA

-Ms. Jill Smerdon: Catasauqua Borough Representative to CASD, provided an overview of recent happenings, including Friends of the Catasauqua Park, acknowledged student Ian Dean.

-Mr. Robert Zakos: Friends of the Catasauqua Park, acknowledged the Battle of the Balloons event to be held on Saturday August 13, 2022.

6. ADMINISTRATION/BOARD DISCUSSION & REPORTS

- A. Academics and Education – Christina Lutz-Doemling
Mr. Spengler indicated that Building Handbooks and Planned Courses are on tonight's agenda for review
- B. Finance – Robert J. Spengler - *None*
- C. Building & Grounds – Robert J. Spengler
Mr. Spengler provided an overview of various maintenance and custodial activities, along with contracted projects
- D. Policy – David Knerr -Policy#708 - Public Use of School Facilities (First Reading)
Discussion and input occurred regarding Policy #708. Mr. Knerr will create a proposed version to be considered as a First Reading next month
- E. Athletics-Thomas Moll
Mr. Moll presented updates on Fall Activities and Sports
- F. Carbon Lehigh Intermediate Unit # 21 – Duane Deitrich
Mr. Dietrich provided an overview of the latest meeting
- G. Borough of Catasauqua – Dale Hein
Mr. Hein provided an overview of Borough happenings: Iron Works project is being reconstituted. Hopefully moving forward. August 10/17 - meeting of the Iron Works Committee
- H. Borough of North Catasauqua – Jason Bashaw – *Not Present*
- I. Hanover Township – Lindsey Wallace
Warehouse on Lloyd St. has started construction
- J. PSBA Liaison Update – Donald Panto – *Not Present*
- K. Lehigh Career & Technical Institute Update – Jillian Emert
Dr. Rushton, Executive Director, has retired. Replaced by Dr. Lisa Greenawalt
- L. Student Representatives – TBA

7. APPROVAL OF MINUTES FROM PRIOR MEETING(S)

A. School Board Meeting Held on June 14, 2022

Items 7A with revision

MOTION BY: Emert SECONDED BY: Cunningham

AYE: 5

NAY: 0

Abstention by Hein

Five Ayes, Zero Nays, Motion carried

8. RATIFICATION OF TREASURER'S REPORT FOR JUNE 2022

9. APPROVAL OF TREASURER'S REPORT FOR JULY 2022

10. RATIFICATION OF BUDGET TRANSFERS JUNE 2022

[Account Codes](#)

11. APPROVAL OF BUDGET TRANSFERS JULY 2022 - *None*

12. APPROVAL FOR PAYMENT OF ALL A/P BILLS AUGUST 2022**13. APPROVAL TO RATIFY ALL EXPENSES OTHER THAN A/P JUNE 2022****14. APPROVAL TO RATIFY ALL EXPENSES OTHER THAN A/P JULY 2022**

Items 8, 9, 10, 11, 12, 13, and 14 were combined by Board request

ROLL CALL VOTE

MOTION BY: Cunningham SECONDED BY: Hein

AYE: Cunningham, Hein, Cooper, Cieslak, Emert, Deitrich

NAY: 0

Six Ayes, Zero Nays, Motion carried

15. FINANCIAL**A. Amendment To Agreement For Collection Of Delinquent Real Estate Taxes On Behalf Of Catasauqua Area School District****B. Resolution Approving Appointment Of Solicitor, Employed by Portnoff Law Associates, Ltd, Interest Assessment, And Attorney Fees And Collection Fees Added To The Amount Collected As Part Of Unpaid Real Estate Taxes For Delinquent Accounts****C. Charge 2022-2023 Tax Duplicates/Approve Bonds**

The tax duplicates listed below for the 2022-2023 fiscal year to be charged to the tax collectors of the Catasauqua Area School District. The tax collectors have furnished proper bonds as reviewed by the Business Office (Public School code 682, 684).

Municipality	Real Estate	Interim	Bonds
Catasauqua	\$6,514,234.91	\$390.50	USI Mid-Atlantic Inc.
North Catasauqua	\$2,965,245.27	\$85,523.40	Erie Insurance Co.
Hanover	\$10,696,710.55	\$1.32	

D. Approval of Miscellaneous Insurance Rates 2022-2023 School Year

Approval is requested for the following 2022-2023 insurance rates from CM Regent Insurance Company endorsed from PSBA Insurance Trust, Erie Insurance and Coalition Insurance Solutions, Inc.

	2020-2021	2022-2023
Commercial Package:	85,306.00	96,460.00
School Board Legal Liability	9,871.00	9,844.00
Umbrella	12,060.00	11,403.00
Fleet Auto (Erie) *	\$21,720	22,333.00
Cyber Policy **	25,547.00	TBD

*Based on current vehicle

** increased limits from 1,000,000 to 2,000,000-**Move to September Board Meeting**

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

ROLL CALL VOTE

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

16. PERSONNEL

A. Re-Approval of the Following Substitutes for the 2022-2023 School Year

ROLL CALL VOTE

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

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
Kathryn Panto *	Substitute Nurse
Diane Daubert	Substitute Driver
Kaleigh Bobeck *	Substitute Teacher
Abbey Shiffert *	Substitute Teacher
William Pleban *	Guest Teacher
Tucker Danish *	Guest Teacher
Zancheska Holzlohner *	Guest Teacher
Anna Jaskiewicz *	Guest Teacher
Heather Pasquariello *	Guest Teacher
Abby Smith *	Guest Teacher
Bradley Davis *	Guest Teacher
Matthew Anthony *	Substitute Teacher

* pending receipt of employment paperwork

*** At this point, Matthew Anthony was removed from Item B- Substitute List and also Item G- Approval for Substitute Rate of \$130.00 Per Day for Matthew Anthony Effective August 29, 2022 for personal reasons.*

- C. **Approval for Substitute Rate of \$130.00 Per Day for Kathryn Panto Effective August 29, 2022 ***
- D. **Approval for Substitute Rate of \$130.00 per day for Kaleigh Bobeck Effective August 29, 2022 ***
- E. **Approval for Substitute Rate of \$130.00 per day for Abbey Shiffert Effective August 29, 2022 ***
- F. **Approval for Substitute Rate of \$130.00 Per Day for Andrew Brett Effective August 29, 2022 ***
- G. **Approval for Substitute Rate of \$130.00 Per Day for Matthew Anthony Effective August 29, 2022 ***

*pending receipt of employment paperwork

H. Appointment of Extra-Curricular Positions for the 2022-2023 School Year

It is recommended that the names listed below of extra-curricular positions appointed as noted for the 2022-2023 school year:

#	Name	Position	Stipend
1	Rodney Berger	Assistant Baseball Coach	Volunteer
2	Thomas Reap	Assistant Boys Basketball Coach	Volunteer
3	John Cesanek	Head Girls Volleyball Coach	\$4,000.00
4	Amy Dymond-Jones	CMS A.V. Coordinator Shared 25%	\$475.75
5	Edward Popa Nina	Assistant Girls Volleyball Coach	\$2,000.00*
6	Stephan Hess	Assistant Girls Volleyball Coach	Volunteer *

I. Resignation

1. Employee: Theresa Armburster
Status: General Kitchen Help Sheckler Elementary School
Reason: Other Employment
Effective: July 21, 2022
2. Employee: Pamela Panto
Status: Student Services Secretary
Reason: Personal
Effective: July 28, 2022
3. Employee: Susan Lesko
Status: Non Certified Instructional Aide
Reason: Personal
Effective: July 28, 2022

4. Employee: Laurie Nebbia
Status: Non Certified Instructional Aide
Reason: Personal
Effective: July 28, 2022
5. Employee: Tirsia Rothman-Dunston
Status: Non Certified Instructional Aide
Reason: Personal
Effective: July 28, 2022

J. Nomination for Appointment

1. Name: Bonnie Freyman
Status: Driver
Assignment: Transportation
Rate of Pay: \$21.88/hour
Benefits: N/A
Effective: June 21, 2022

Rate of Pay: \$22.84/hr
Effective: July 1, 2022
2. Name: Rosemarie Flores
Status: Driver
Assignment: Transportation
Rate of Pay: \$21.88/hour
Benefits: N/A
Effective: June 21, 2022

Rate of Pay: \$22.84/hr
Effective: July 1, 2022
3. Name: Tracey Alexander*
Status: Driver
Assignment: Transportation
Rate of Pay: \$21.88/hour
Benefits: N/A
Effective: Upon Receipt of paperwork
4. Name: Caila Landis *
Status: General Kitchen Help
Assignment: Catasauqua High School
Rate of Pay: \$14.10/hour
Benefits: N/A
Effective: August 22, 2022

5. Name: Elizabeth Smeaton (Case)*
 Status: General Kitchen Help
 Assignment: Sheckler Elementary School
 Rate of Pay: \$14.10/hour
 Benefits: N/A
 Effective: August 22, 2022

6. Name Christina Weaver*
 Status: Non Certified Technology Aide
 Assignment: Catasauqua Middle School
 Rate of Pay: \$133.00 per day
 Benefits: N/A
 Effective: August 22, 2022

7. Name Amber Bossons*
 Status: Non Certified Aide
 Assignment: Catasauqua Middle School
 Rate of Pay: \$133.00 per day
 Benefits: N/A
 Effective: August 22, 2022

*pending receipt of employment paperwork

K. Change in Employment Status

1. Name: Daniel Saas
 Previous Status: Custodian B Position
 Current Status: Custodian B Enhanced Position
 Assignment: Catasauqua Middle School
 Rate of Pay: \$17.25
 Benefits: As Per Collective Bargaining Agreement
 Effective: June 15, 2022

2. Name: Madison Walker *
 Previous Status: Substitute Teacher
 Current Status: Special Education Emotional Support Teacher
 Assignment: Catasauqua High School
 Rate of Pay: \$59,127
 Benefits: As Per Collective Bargaining Agreement
 Effective: August 18, 2022

3. Name: Pamela Salgado
 Previous Status: Driver
 Current Status: Substitute Driver
 Assignment: Catasauqua Transportation
 Rate of Pay: \$23.06/per hour
 Benefits: N/A
 Effective: August 2, 2022

*pending receipt of employment paperwork

L. Appointment of Mentor Teachers – 2022-2023 School Year

Administration recommends that the names listed below be approved as Mentor Teachers for the 2022-2023 school year at a stipend of \$750.00 as per Collective Bargaining Agreement:

New Faculty	Position	Mentor	Position
Madison Walker	Emotional Support	Eamon Murray	

M. Appointment of Certified and Non-Certified Instructional Aides

Administration recommends appointment of the following individuals as Certified (daily rate of \$170.00) and Non-Certified (daily rate of \$133.00) Instructional Aides to perform the duties of the identified assignment effective August 22, 2022 to June 9, 2023 with benefits as per CBA:

HIGH SCHOOL				
#	First	Last	Certified/Non-Certified	Type (1 to 1, etc.)
1	Anne Marie	Hartranft	Non-Certified	Tech
2	Janelle	Taylor	Non-Certified	Life Skills Support
3	Jessica	Suhaka	Non-Certified	Learning Support
4	Phillip	Dorn	Non-Certified	Learning Support
5	TBD		Non-Certified	Emotional Support
MIDDLE SCHOOL				
#	First	Last	Certified/Non-Certified	Type (1 to 1, etc.)
1	Allysha	Weaver	Non-Certified	Supplemental Learning Support
2	Cherie	Gebhardt	Non-Certified	Life Skills Support
3	Joann	Heffner	Non-Certified	Life Skills Support
4	Lisa	Casciotti	Non-Certified	Learning Support 5/6
5	Robert	Steckel	Non-Certified	Life Skills Support
6	Tanya	Saruba	Non-Certified	Emotional Support
7	Christina	Weaver	Non-Certified	Tech
8	Tina	Thomas	Non-Certified	Learning Support 7/8
SHECKLER ELEMENTARY				
#	First	Last	Certified/Non-Certified	Type (1 to 1, etc.)
1	Cecilia	Ramirez	Non-Certified	Learning Support
2	Cindy	Bass	Non-Certified	Learning Support-KDG
3	Claire	Murawski	Non-Certified	Learning Support Supplemental
4	Colin	Hawk	Non-Certified	Learning Support
5	Kawaunna	Waldron	Non-Certified	Learning Support-KDG
6	Amber	Bosson	Non-Certified	Learning Support

7	Madison	Higgins	Certified	Title I
8	Sarah	Forstoffer	Non-Certified	Library
9	Shelly	Alexander	Non-Certified	Learning Support
10	Terri	Lubenesky	Certified	Title I
11	Tiandra	Riegel	Certified	Title I
12	TBD		Non-Certified	Learning Support
13	Colleen	Whitsett	Certified	Title I

N. Approval of Tenure

The following professionals have successfully completed three years of service and the Superintendent recommends tenure be granted:

Name	Assignment
Brandon Keks	Sheckler Elementary, Third Grade
Meghan Hinkle	Catasauqua High School, Phys Ed Teacher

Items 16B, 16C, 16D, 16E, 16F, 16H, 16I, 16J, 16K, 16L, 16M, and 16N were combined by Board request

ROLL CALL VOTE

MOTION BY: Cunningham SECONDED BY: Hein

AYE: Cooper, Cunningham, Cieslak, Emert, Deitrich

NAY: 0

Abstention by Hein

Five Ayes, Zero Nays, Motion carried

17. CURRICULUM

A. Approval of Planned Courses of Study

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

High School
Civics and Government
Spanish I
Spanish II
Spanish III
Spanish IV

18. BOARD APPROVALS

- A. Approval of Innovative Arts Academy Charter School Food Service Contract**
Superintendent requests for approval of the Innovative Arts Academy Charter School Food Service contract for the 2022-2023 school year.
- B. Approval of 2022-2023 Sheckler Elementary School Student Handbook**
Request is made for board approval of the Sheckler Elementary School Student Handbook for the 2022-2023 school year as presented.
- C. Approval of 2022-2023 Catasauqua Middle School Student Guidelines**
Request is made for board approval of the Catasauqua Middle School Student Guidelines for the 2022-2023 school year as presented.
- D. Approval of 2022-2023 Catasauqua High School Student Handbook**
Request is made for board approval of the Catasauqua High School Student Handbook revisions for the 2022-2023 school year as presented.
- E. Approval of 22-23 Letter of Agreement for Title I Services with Colonial Intermediate Unit #20**
Administration recommends approval of the attached agreement, complying with all Title I statutory and regulatory requirements.
- F. Approval of 22-23 Letter of Agreement for Title I Services with Carbon Lehigh Intermediate Unit #21**
Administration recommends approval of the attached agreement, complying with all Title I statutory and regulatory requirements.
- G. Appointment of Two (2) Student Representatives and One (1) Alternate Student Representative to the Board of School Directors**
Approval is requested to appoint the following as the two (2) Student Representatives and one (1) Alternate Student Representative to the Board of School Directors of the Catasauqua Area School District for the 2022-2023 school year as a result of application and subsequent review by the Catasauqua High School Administration.

Kayla Cunningham Angelina Dries Alternate: Emily Eisenhard

- H. Appointment of Two (2) Student Representatives and One (1) Alternate Student Representative to the Borough Council of Catasauqua**
Approval is requested to appoint the following two (2) Catasauqua High School Student Representatives and one (1) Alternate Student Representative to the Catasauqua Borough Council for the 2022-2023 school year.

Peyton Taniser Brianna Bashore Alternate: Joseph Fischl

I. Appointment of Two (2) Student Representative to the Borough Council of North Catasauqua

Approval is requested to appoint the following two (2) Catasauqua High School Student Representatives and one (1) Alternate Student Representative to Borough Council of North Catasauqua for the 2022-2023 school year.

Elisa Osorto

Kaitlyn Lawton

J. Approval of Board Goals 2022-2023

K. Approval of Policy – First Reading

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

Section: Property

Policy #: 708

Title: Public Use of School Facilities

L. Approval of Van/Bus Stops 2022-2023 School Year

Approval of Van/Bus Stops for the 2022-2023 School Year. 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. *(was attached)*

Items 17A, 18A, 18B, 18C, 18D, 18E, 18F, 18G, 18H, 18I, 18J, 18K and 18L were combined by Board request

ROLL CALL VOTE

MOTION BY: Cunningham SECONDED BY: Hein

AYE: Cooper, Emert, Hein, Cieslak, Cunningham, Deitrich

NAY: 0

Six Ayes, Zero Nays, Motion carried

19. COMMENDATIONS

20. INFORMATION ITEMS

21. CORRESPONDENCE

Kathy Kotran: Provided an overview of technology and grant initiatives.

Robert Kucharczuk: Thank you for your incredible support and welcoming environment.

Melissa Inselmann: Great smooth summer. CMS looks great! Fresh paint, shining floors, etc. provide a welcoming environment. SRO has been in the building. Welcome Back letter on Aug. 11; 5th Grade Parent Orientation upcoming; Aug. 23rd: 5th Grade Student Orientation; Sept 8: Meet the Teacher Night; Mobile Dentist, PTF, etc in September.

Adam Schnug: Commended Custodians for their hard work. Thank you for the approval of Handbooks and Student Representatives.

Eric Dauberman: Rob and Carey have been doing a great job! Provided an overview of the various areas in which he is preparing and advising.

Christy Cooper: Excited for a Back to Normal School Year!

Jillian Emert: Looking forward to supporting everyone for a successful upcoming year.

Lauren Cieslak: Thank you for the Dr. K. video! Excited for another School Year!

Dale Hein: Administrative Contract Update. Also, can we develop a new schedule for Committee meetings? Bob will survey the Board.

Lindsey Wallace: Financial Software Conversion complete. Preparing for Audits, etc.

Carol Cunningham: Best wishes for a new School Year!

David Knerr: Nothing tonight

Robert J. Spengler: Miscellaneous

22. RECOGNITION OF GUESTS & VISITORS

Kristin Brobst: Band Camp complete with great success. The Band “Drum Corps” was here for 1 day. Rita’s Fundraiser coming up; Cash Bingo coming up; Boosters: Instrument Zoo at Sheckler.

Molly Lavigne and Husband: Last house in North Catasauqua - Expressed concern about safety and Howertown Rd. Increase in traffic, etc. Safety concern re: traffic. Crossing Guards should be considered in North Catasauqua. Mr. Spengler will contact Mr. Bashaw regarding a North Catasauqua Crossing Guard.

Mr. Zakos: A home being demolished? Several dead trees along WillowBrook. J4 Celebration and Mega Reunion; Working with Ben Ferenchak on an Alumni Association. If anyone is interested, please let me know. Mr. Hein announced that Mr. Zakos is now a member of the Catty Zoning Committee.

23. NEXT MEETING DATE(S)

A. Tuesday, September 13, 2022 7:00 P.M. School Board Meeting

24. ADJOURNMENT

MOTION BY: Cunningham
Motion carried

SECONDED BY: Cieslak

Time Adjourned: 9:19 P.M.

Respectfully submitted,

Jason Bashaw
Secretary