

**MINUTES**  
**CATASAUQUA AREA SCHOOL DISTRICT**  
**Tuesday, February 20, 2024**  
**7:00 PM – District Administration Office**

1. **CALL TO ORDER** ..... **President, Dale Hein**  
*President, Dale Hein 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	
Dale Hein, President	X	Dave Knerr	X
Jillian Emert, Vice President		Christina Lutz-Doemling	X
Jason Bashaw, Secretary	X	Lindsey Wallace	X
Christy Cooper, Treasurer	X	Kathleen Kotran	X
Lauren Cieslak	X	Paul Reilly	X
Eric DeLabar	X	Eric Dauberman	X
Shawn McGinley		Melissa Inselmann	X
Jeremy Smale	X	David Todd	X
TBD	X	Robert Kucharczuk	X
Student Representatives		Thomas Moll	X
Delaney Troxell		Carey Pammer	
Sophia Becker		Daniel Kotran	X
Augustus Serrano (Alternate)		Robert Steckel (CMS Interim Principal)	X

*X = Present*

*Visitors: See list inserted in Permanent Minute Book*

4. **NOTICE OF EXECUTIVE SESSIONS**
  - A. Executive Session for Legal and Personnel Reasons at 6:00 P.M.  
*An Executive Session was held until 6:59 P.M*
5. **PRESENTATIONS/AUDIENCE INPUT ON AGENDA**
  - A. Sheckler Elementary School Students of the Month – Dr. Robert Kucharczuk

Grade - 2				
<i>Jacob Mercado</i>	<i>Michael Kholi</i>	<i>Elena Bernini</i>	<i>Maylin Hoch</i>	<i>Nicholas Alarcon</i>
Grade - 4				
<i>Ceasar Molitorisz</i>	<i>Isabella Chaparro</i>			

- B. Innovative Arts Academy Update – Mr. Bradley Schifko, IAACS Chief Executive Officer  
*Mr. Schifko and his team provided an update on current programs and their initiatives*

*\*At this point, a Motion was made to move ahead with drafting a new charter agreement for Innovative Arts Academy Charter School to receive a board approval at the March 12, 2024 board meeting.*

*MOTION BY: Cooper      SECONDED BY: Smale  
Six Ayes, Zero Nays, Motion carried*

- C. School Board Director Recognition Month  
*Building Principal's along with selected student's, provided the Board with gifts from their buildings.*

*\*At this point Dale Hein asked for any Audience Input – None received*

- D. Board of School Directors Interview of Vacant Position Candidate(s)  
*Superintendent, Dr. Christina Lutz-Doemling, introduced a candidate, and provided an overview of the process and managed the interview process. Board Members then began the nomination process. Items 6A and 6B were acted upon at this time.*

**6. APPOINTMENT OF NEW BOARD MEMBER TO FILL VACANCY**

- A. Nomination is requested to appoint new member of the Board of School Directors to fill the vacancy due to an open 2-year seat for a term of February 20, 2024 to December 2025.

*Nomination: Robert Nappa, on nomination by Eric DeLabar*

*Nomination Closed: Board of School Director vacancy filled by Robert Nappa*

**ROLL CALL VOTE**

*AYE: Smale, Bashaw, Cooper, Cieslak, DeLabar, Hein*

*NAY: 0*

*Six Ayes, Zero Nays, Motion carried*

**B. OATH OF OFFICE FOR NEWLY APPOINTED BOARD OF SCHOOL DIRECTORS**

I, Robert Nappa, do solemnly swear (or affirm) that I will support, obey and defend the Constitution of the United States and Constitution of this Commonwealth, and that I will discharge the duties of my office with fidelity.

*The Oath of Office was given to the individual listed above by Notary Public, Stacy Zellner.*

*\*At this time Mr. Robert Nappa took a seat at the board table with full voting rights.*

## 7. ADMINISTRATION/BOARD DISCUSSION & REPORTS

### A. Academics and Education - Melissa Inselmann

#### *Elementary and Middle School Principal Updates:*

- *After School Remediation Program*
- *MOY Benchmark Data*
- *Building/Program Highlights - SPEL Grant and PBIS Program*
- *Building/Program Highlights - Exact Path Parent Reports and PBIS Program*

#### *High School Principal Updates:*

- *High School Career Pathways initiative for the 25-26 School Year*

#### *Curriculum Highlights:*

- *24-25 Career Planning Guide - on the agenda for approval tonight*
- *CHS Math Program A/G/A is ready for preliminary textbook adoption tonight - enVision Math A/G/A series*
- *Update on STEELS implementation process*
- *ESL PD opportunities K-12, Curriculum Mapping, and Written Planned Courses of Study planned for this Summer*

#### *Program Updates:*

- *Overview of the High School Esports Club*
- *Overview of the K-12 Career Readiness Artifact Collection Planner, Update on the Industry Recognized Credentials, Job Shadow, Teacher Assistant, and Internship Programs.*

#### *Special Education:*

- *Shelley Keffer. provided an overview of the TSI Designation for CHS, which is an early warning system for identified at-risk student groups. She also provided an update on the CASD Special Education Plan.*

#### *Federal Programs*

- *Lastly, Kathy Kotran had available a summary of current grants and the Title 1 Equity Plan for the committee to review.*

### B. Finance - Lindsey Wallace

- *2023-2024 State Budget has finally passed and includes multiple Grant Opportunities:*
  - *Mental Health*
  - *School Safety*
  - *Facilities*
- *We will be applying for most of them and hope to qualify and be approved for the Facilities Grant for the High School Roofing Project.*
- *There is also another Grant Opportunity that we may qualify for Covid-19 Capital Projects Fund for Multi-Purpose Facilities.*
- *More information to come for all grants as we start to navigate through the application processes.*
- *Governor Shapiro made his 2024-2025 budget address for a \$48.3 Billion budget. Proposed increases include:*
  - *BEF = \$1.1 Billion proposed Increase for BEF*
    - *\$871 million through a new adequacy supplement/formula*
    - *Plus \$200 million through BEF Dynamic Formula*
    - *Reset BEF base to the 2023-2024 level*
- *Special Ed = \$50 million increase*

- *Safety/Security Grants = \$50 million*
  - *Mental Health Grants = \$100 million*
  - *Pre-K Counts = \$30 million*
  - *School Environmental Repairs/Upgrade = \$300 million*
  - *Continue universal free breakfast*
  - *Student Teach Stipend Program = \$15 million*
  - *Career and Tech = \$2.4 million*
  - *Establishes a Statewide Cyber Tuition Rate of \$8,000 per Student (HUGE savings to Districts)*
  - *Bond Funding = \$500 million*
  - *Increase minimum wage to \$15/hour*
  - *Budget is coming along, we are looking at dates at the end of May to hold our Special Budget Meeting.*
  - *We are all set to invest with PDSLAF, and initiating the process to physically transfer funds.*
- C. Building & Grounds - Eric Dauberman
- *Representatives from McClure and EI Associates presented an update on the feasibility study during the Buildings and Grounds committee meeting. They outlined the ongoing process and provided an overview of the current status of each district facility. Specific concerns observed during walkthroughs at each facility were highlighted for discussion.*
  - *The committee engaged in a thorough conversation about the 10-year enrollment projections, which are still under development. Further data from Hanover Township and Catasauqua Borough is required to finalize these projections. North Catasauqua Borough has already provided information related to current approvals for housing developments.*
  - *A comprehensive review of the existing educational space in each school was conducted, accompanied by preliminary recommendations ranking the schools with the most immediate need for additional instructional space. McClure anticipates presenting a list of recommendations and options by April, encompassing both hard and soft costs. This will provide a more accurate total projected cost for each option, including associated timelines and schedules including design and permitting.*
  - *The discussion touched upon the potential utilization of specific grants to fund various portions of the proposed projects. Lindsey and Christina are actively exploring avenues to secure additional funding to support the initiatives outlined in the feasibility study.*
  - *Mr. Muthersbaugh provided an update on the digital marquee signs proposed for Sheckler and the Middle School. The signs have been ordered and we expect them to be installed within the next 4-6 weeks. Mr. Muthersbaugh discussed the plans to update multiple district static signs as well. We discussed parking at Sheckler and designating up to three spots for 15 minute parent parking to alleviate congestion at the front of the building. Mr. Muthersbaugh summarized some of the recent changes to the food service and custodial positions.*
- D. Policy - David Knerr
- *Policy #408 (Section 400 – Professional Employees) Coaching Positions: Athletic Council First Reading ([clean](#)) ([redline](#))*
  - *Policy #824 (Section 800-Operations) – Acceptable Computer Use Policy Second Reading ([clean](#))*

- Deleting Policies 223, 324, 424, and 524 - Acceptable Computer Policy  
Second Reading
- E. Athletics - Thomas Moll**
- *Mr. Dauberman outlined the hiring process and hiring timeline for the new head football coach. All athletic council committee members, the superintendent, assistant to the superintendent, high school principal and athletic director will be part of the interview/hiring process. Mr. Dauberman sent out a google folder to all parties that includes candidate resumes, interview questions, timelines, etc.*
  - *Mr. Moll discussed looking at the possibility of starting the following new sports, changing levels of an existing sports and/or clubs/activities*
    - *Girls Wrestling*
    - *Middle School Cross Country*
    - *Middle School Girls Volleyball*
    - *Junior High Baseball*
    - *E-Sports*
    - *National Art Honor Society*
  - *The conversation focused on girls wrestling and junior high baseball.*
  - *Mr. Moll told the committee he would send out an email to girls in grades 8 through 11 to determine the interest in girls wrestling for next year. Once we determine the level of interest, a discussion would take place at the May committee meeting.*
  - *Mr. Moll discussed the situation we are currently facing with baseball. Some Colonial League schools have moved away from junior varsity baseball and have started a junior high baseball team. We have close to 30 students who have signed up for baseball in grades 9 through 12. I also sent an email to 7th and 8th grades students to determine interest in playing on a junior high baseball team. We have 25 students sign up for junior high baseball. Mr. Moll asked the committee to allow administration to allow us to have up to three teams this year because of interest.*
  - *Approval is requested to authorize administration to establish up to 3 Baseball Teams including any combination of Junior High, Junior Varsity and/or Varsity level.*
- F. Carbon Lehigh Intermediate Unit # 21 - [Toy Adaptation Day Video](#) - Jason Bashaw**  
*Shared his experience of the first attended IU Board Meeting, and expressed the admiration of the IU's board of our district. The 24-25 budget was discussed along with other various items to include the Toy Adaptation Day Video..*
- G. Borough of Catasauqua - Dale Hein**  
*Mr. Hein shared the Brough is looking to go one way again on front street.*
- H. Borough of North Catasauqua - Jason Bashaw**  
*Mr. Bashaw not in attendance at this meeting, and Christy Cooper will be the new liaison.*
- I. Hanover Township - Lindsey Wallace**
- *There isn't too much happening in Hanover Township in relation to the School District.*
  - *The Valley Plaza Sanitary Sewer Project is complete and it looks like there is a Storm Sewer Project that just went out to bid and should start in the Spring.*
  - *The Catasauqua Road signal project is awaiting PPL to fix some electrical and get the pedestrian signals working properly.*
  - *Activate stop lights and putting up no parking signs.*

**J. PSBA Liaison Update - Lauren Cieslak**

*Announced a few updates to include PSBA Advocacy Day Monday, March 18, two Federal grant opportunities coming this spring, PSBA is offering four scholarships, and PSBA released their 2024 State of Education report listing their findings.*

**K. Lehigh Career & Technical Institute Update - Jillian Emert –**

*Dr. Greenawalt, LCTI Executive Director, presented the Bison Award to Kelly Bracetty. Kelly is a health teacher at LCTI, as well as a cross country coach for Parkland. In October, Kelly performed CPR on a stranger at the fish hatchery during a cross country practice. She thanked LCTI for allowing her to have the most up to date trainings and professional developments that allowed her to save a gentleman's life.*

*Dr. Greenawalt presented in front of the House Education Committee about the importance of mental health in our schools, and spoke about how more funding is needed in order for all schools to be support students with mental health concerns.*

*The Skills USA competition took place on January 24th and Catasauqua had 4 students participate. **CHS Student, Jasmine Torres (Team #3), Cosmetology, 3rd Place: Esthetics!***

*The DECA district competition was recently held at LCCC. Congratulations to CHS Student, Jevon White, Marketing & Entrepreneurship, who received 3rd Place: Human Resources Management.*

*We also had several CHS students recently inducted into the National Technical Honor Society. Please see below:*

*Briannah Dejesus, Advertising Design/Commercial Art  
 Jeremy Lemen, Commercial Baking  
 Khriz Medina, Emerging Digital Media  
 Yanelsha Martinez, Advertising Design/Commercial Art  
 Brandon Snyder, SOC Supply Chain Management*

**L. Student Representatives - Delaney Troxell & Augustus Serrano - None**

**8. APPROVAL OF MINUTES FROM PRIOR MEETING(S)**

**A. Reorganization School Board Meeting Held on December 5, 2023**

**B. School Board Meeting Held on December 5, 2023**

**9. APPROVAL OF TREASURER’S REPORT FOR DECEMBER 2023**

**10. APPROVAL OF TREASURER’S REPORT FOR JANUARY 2024**

**11. APPROVAL OF BUDGET TRANSFERS DECEMBER 2023**

**12. APPROVAL OF BUDGET TRANSFERS JANUARY 2024**

[\*\*ACCOUNT CODES LINK\*\*](#)

**13. APPROVAL TO RATIFY PAYMENT OF ALL A/P BILLS JANUARY 2024**

- 14. APPROVAL FOR PAYMENT OF ALL A/P BILLS FEBRUARY 2024
- 15. APPROVAL TO RATIFY ALL EXPENSES OTHER THAN A/P DECEMBER 2023
- 16. APPROVAL TO RATIFY ALL EXPENSES OTHER THAN A/P - JANUARY 2024
- 17. APPROVAL TO RATIFY ALL MANUAL BILLS - DECEMBER 2023
- 18. APPROVAL TO RATIFY ALL MANUAL BILLS - JANUARY 2024
- 19. FINANCIAL

**A. Exoneration - Tax Collectors 2023-2024 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 2023-2024 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 December 31, 2023.

<b>Tax Collector</b>	<b>Municipality</b>	<b>2023-2024-Base Real Estate</b>	<b>2023-2024 Exception</b>
James Delbertis	Catasauqua	\$101,527.54	0
Catasauqua Area SD	Hanover Twp	\$72,503.20	0
Donna Schifko	North Catasauqua	\$221,442.96	\$3,113.47
	<b>TOTAL</b>	<b>\$395,473.70</b>	<b>\$3,113.47</b>

*Items 8A, 8B, 9, 10, 11, 12, 13, 14, 15, 16, 17, 18, and 19A were combined by Board request*

**ROLL CALL VOTE**

*MOTION BY: Bahsaw                      SECONDED BY: Cooper  
 AYE: Smale, DeLabar, Bashaw, Cooper, Cieslak, Nappa, Hein  
 NAY: 0  
 Seven Ayes, Zero Nays, Motion carried*

**B. Approval of Lehigh Carbon Community College Proposed 2024-2025 Budget**

The Lehigh Carbon Community College Operational Budget for the fiscal year 2024-2025 is presented for approval. The total 2024-2025 Operating debt service and capital budgets are \$61,548,781, an increase of \$1,649,226 or 2.8% from prior year's revised budget. The Catasauqua Area School District sponsor share will be \$161,833, a decrease of \$1,377 or -0.8% from last year's revised budget.

**C. Approval of Carbon-Lehigh Intermediate Unit 2024-2025 Proposed Budget**

The Carbon-Lehigh Intermediate Unit #21 Operational Budget for the fiscal year 2024-2025 is presented for approval. The total 2024-2025 Operational budget is \$3,619,735 an increase of \$119,864 or 3.42% 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 \$24,810, a decrease of \$260.

**D. Approval of Lehigh Career & Technical Institute Proposed 2024-2025 Budget**

Approval is requested for the 2024-2025 Budget of Lehigh Career & Technical Institute. The total 2024-2025 Operating Budget is \$31,964,195, an increase of \$1,260,182 or 4.10% increase. The Catasauqua Area School District share is \$977,202.80, an increase of \$59,555.90 or, 6.49% increase. The proposed Academic Center Budget is \$2,525,433, an increase of \$194,644 or, 8.35% increase, based on a projected enrollment of 400 total Students at a cost of \$5,502.38 per Student. The Catasauqua Area School District share of the Academic Center Budget is \$104,670, a decrease of \$361 or 0.34% decrease.

*Items 19B, 19C, and 19D were combined by Board request*

**ROLL CALL VOTE**

*MOTION BY: Cieslak SECONDED BY: Bashaw*

*AYE: Cieslak, Bashaw, Nappa, Cooper, Smale, DeLabar, Hein*

*NAY: 0*

*Seven Ayes, Zero Nays, Motion carried*

**20. PERSONNEL****A. Removal Of The Following Substitute Employees For The 2023-2024 School Year:**

<b>Name</b>	<b>Assignment</b>	<b>Reason</b>
Joseph Billera	Guest Teacher	Did Not Complete Employment Paperwork
Marin Koller	Guest Teacher	Did Not Complete Employment Paperwork
Samuel Lux	Guest Teacher	Did Not Complete Employment Paperwork
Joseph Peters	Guest Teacher	Did Not Complete Employment Paperwork
Madeline Ziefenfus	Guest Teacher	Did Not Complete Employment Paperwork
Cindy Heckman	Non CDL Driver Substitute	Incomplete Employment Packet
Tori Saruba	Non Cert Inst. Aide Substitute	Did Not Renew Employment Clearances
Teal Solt	Non Cert Instructional Aide Sub	Did Not Renew Employment Clearances
Samantha Gaydos	Substitute Teacher	Other Employment
Morgyn Hagy	Substitute Teacher	Other Employment
Janice Walenta	Substitute Teacher	Personal
Walter Walenta	Substitute Teacher	Personal



**B. Resignation**

1. Employee: Zachary Edelman  
Status: Non Certified Instructional Aide  
Assignment: Sheckler Elementary School  
Reason: Other Employment/Did Not Complete Employment Paperwork  
Effective: December 18, 2023
  
2. Employee: Brandy Smale  
Status: General Kitchen Help  
Assignment: Catasauqua Middle School  
Reason: Did Not Complete Employment Paperwork  
Effective: December 13, 2023
  
3. Employee: Matthew Rooney  
Status: Bus Driver  
Assignment: Transportation  
Reason: Personal  
Effective: January 5, 2024
  
4. Employee: Travis Brett  
Status: Spring Weight Room Monitor  
Assignment: Catasauqua Athletic Department  
Reason: Personal  
Effective: January 18, 2024

**C. Substitutes**

The following applicants have requested to be added to the Substitute Employment List for the 2023-2024 School Year as follows:

Name	Assignment
Lauren Bock**	Substitute Teacher
Robin Dorney*	Non Certified Instructional Aide Substitute
Charlotte Britto	Guest Teacher (admin approved started 1/24)
Allie Hanichak*	Guest Teacher
Aaron Kuhlman*	Guest Teacher
John Sipko*	Guest Teacher
Lagna Srivastava*	Guest Teacher
Melissa Miller*	Guest Teacher
Curtis Christman*	Custodian Substitute
Christina Ottey*	Nurse Substitute

\*pending receipt of employment paperwork

\*\* Change from previous Act 91 (student teacher) October 10, 2023 board approval

**D. Nomination for Appointment**

1. Name: Dorianne Gogal  
 Status: General Kitchen Help  
 Assignment: Catasauqua Middle School  
 Rate of Pay: \$14.52/per hour  
 Benefits: N/A  
 Effective: January 17, 2024
  
2. Name: David Royer  
 Status: Custodial B  
 Assignment: District Wide  
 Rate of Pay: \$19.00/per hour  
 Benefits: As Per the Collective Bargaining Agreement  
 Effective: January 30, 2024
  
3. Name: Janelle Taylor  
 Status: Non Certified Instructional Aide  
 Assignment: Sheckler Elementary School  
 Rate of Pay: \$138.00 per day  
 Benefits: N/A  
 Effective: February 5, 2024
  
4. Name: Yesenia Paulino\*  
 Status: Non Certified Instructional Aide  
 Assignment: Sheckler Elementary School  
 Rate of Pay: \$138.00 Per Day  
 Benefits: N/A  
 Effective : Upon receipt of employment paperwork

\*pending receipt of employment paperwork

**E. Change in Employment Status**

1. Name: Ashley Hunsicker  
 Previous Status: Building Substitute  
 Current Status: Day to Day Substitute  
 Assignment: Catasauqua Middle School  
 Rate of Pay: \$140.00  
 Benefits: N/A  
 Effective: January 10, 2024

- 2. Name: Dru Chunko  
Previous Status: Custodian B  
Current Status: Custodian A Floater  
Assignment: Districtwide  
Rate of Pay: \$24.29 per hour  
Benefits: As Per Collective Bargaining Agreement  
Effective: January 10, 2024

**F. Approval of Extension for Short Term Substitute Rate of \$190.00 Per Day to Include January 2, 2024 and January 3, 2024 for Elizabeth Miller**

**G. Approval for Short Term Substitute Rate of \$190.00 Per Day for Caitlin Kier From February 5, 2024 until the End of the 2023-2024 School Year**

**H. Approval for Substitute Rate of \$140.00 per day for Lauren Bock effective February 5, 2024**

**I. Approval of Paid Administrative Leave, Effective December 19, 2023 until December 21, 2023 for Employee #2471**

**J. Return to Work from Leave of Absence**

Request to approve the return from unpaid Leave of Absence for Employee #1720 effective date November 22, 2023.

**K. Approval of Unpaid Leave of Absence**

Approval for Unpaid Leave of Absence for employee #1720 effective January 2, 2024, to approximately June 9, 2024

**L. Approval for Days Without Pay**

- 1. Name: Courtney Schwartz  
Reason: Personal  
Effective: December 7, 2023 Full Day
- 2. Name: Madison Higgins  
Reason: Personal  
Effective: April 23, 2024 Full Day  
April 24, 2024 Full Day
- 3. Name: Abbey Shiffert  
Reason: Personal  
Effective: February 9, 2024 Full Day  
February 12, 2024 Full Day  
February 13, 2024 Full Day

4. Name: Allanah George  
Reason: Sick  
Effective: January 25, 2024 Full Day  
January 29, 2024 Full Day  
January 30, 2024 Half Day
5. Name: Evan Frantz  
Reason: Sick  
Effective: January 30, 2024 Full Day
6. Name: Nichole Grym  
Reason: Sick  
Effective: January 31, 2024 Full Day  
February 1, 2024 Full Day  
February 2, 2024 Full Day  
February 5, 2024 Full Day

*Items 20A, 20B, 20C 20D, 20E, 20F, 20G, 20H, 20I, 20J, 20K, and 20L were combined by Board request*

### **ROLL CALL VOTE**

*MOTION BY: Cooper            SECONDED BY: DeLabar  
AYE: Nappa, Cooper, Smale, Bashaw, DeLabar, Cieslak, Hein  
NAY: 0  
Seven Ayes, Zero Nays, Motion carried*

### **M. Appointment of Extra-Curricular Positions for the 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:

<b>Name</b>	<b>Position</b>	<b>Stipend</b>
Daniel Kotran	Sheckler Audio Visual (revised stipend, original approval 6/13/2023)	\$1,274.00**
James Wilson	Sheckler Audio Visual	\$686.00**
Zachary Bradley	Assistant Baseball Coach	Volunteer
Daniel Lopez	Assistant Baseball Coach	Volunteer
Amanda Dungan	Assistant Indoor Guard	Volunteer
Amelia Fehr	Assistant Indoor Guard	Volunteer
Kirsten Almeida	Assistant Drama Director	Volunteer*
John Stires	Assistant Track and Field Coach	Volunteer
James Alexander	Middle School Soccer Co-Coach	\$2,000.00
Madison Warren	Middle School Soccer Co-Coach	\$2,000.00
Randal Pacchioli	Assistant Baseball Coach	Volunteer*
William Morris	Assistant Drama Director	Volunteer*

\*pending receipt of employment paperwork  
 \*\* split stipend

**N. Approval of Student Teacher/Intern/Job Shadow**

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

<b>College – New York University</b>	<b>Effective: January 18, 2024 to June 7, 2024</b>
Student Teacher: Jennyfer Hiraldo	School Counseling: Kimberly Ceccatti

<b>College – Kutztown University</b>	<b>Effective: January 23, 2024 March 15, 2024 March 18, 2024 to May 9, 2024</b>
Student Teacher: David Lewis Jr.	Music: Robert Arnold

<b>College – Kutztown University</b>	<b>Effective: February 16, 2024 to April 26, 2024</b>
Student Teacher: McKenna Gooden *	High School Art: Charles Matz

\*pending receipt of employment paperwork

**O. Half Year Salary Increment Change**

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

<b>Jacquelyn Garner</b>	<b>Step</b>	<b>Degree</b>	<b>Credits</b>	<b>Salary</b>
<b>New</b>	3	BS	24	\$66,246.00
<b>Old</b>	3	BS	21	\$65,623.00
<b>Difference</b>				\$623.00
<b>Half Increment</b>				\$311.50
<b>Erin Stramitis</b>	<b>Step</b>	<b>Degree</b>	<b>Credits</b>	<b>Salary</b>
<b>New</b>	3	BS	24	\$66,246.00
<b>Old</b>	3	BS	21	\$65,623.00
<b>Difference</b>				\$623.00
<b>Half Increment</b>				\$311.50
<b>Brandon Keks</b>	<b>Step</b>	<b>Degree</b>	<b>Credits</b>	<b>Salary</b>
<b>New</b>	5	M	0	\$73,872.00
<b>Old</b>	5	BS	30	\$71,030.00
<b>Difference</b>				\$2,842.00
<b>Half Increment</b>				\$1,421.00

**P. Approval to Employ Six Custodial Student 2024 Summer Workers**

Approval is requested for employment of up to six temporary Custodial Summer Workers for up to six weeks during the summer of 2024

**Q. Approval of Special Pay Rate of \$21.00 per hour (maintenance rate) for Amber Wismer during the duration of employee# 1271's probationary period from January 1, 2024 to March 31, 2024**

*Items 20M, 20N, 20O, 20P, and 20Q were combined by Board request*

**ROLL CALL VOTE**

*MOTION BY: Cieslak                      SECONDED BY: Bashaw*  
*AYE: DeLabar, Nappa, Cooper, Bashaw, Cieslak, Smale, Hein*  
*NAY: 0*  
*Seven Ayes, Zero Nays, Motion carried*

**21. CURRICULUM**

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

Approval is requested for the Catasauqua High School Career Planning Guide for the 2024-2025 school year.

**B. Preliminary Approval of Textbooks-Mathematics**

Administration requests preliminary approval of the following textbooks for Catasauqua High School as follows:

**1. Catasauqua High School**

enVision AGA Algebra I

Copyright: 2024

Authors: D. Kennedy, E. Milou, C. Thomas, & R. M. Zbiek

Publisher: Savvas Learning Company LLC

**2. enVision AGA Geometry**

Copyright: 2024

Authors: D. Kennedy, E. Milou, C. Thomas, & R. M. Zbiek

Publisher: Savvas Learning Company LLC

**3. enVision AGA Algebra II**

Copyright: 2024

Authors: D. Kennedy, E. Milou, C. Thomas, & R. M. Zbiek

Publisher: Savvas Learning Company LLC

**(Textbook samples will be available for examination and review for a period of greater than 30 days with a final adoption April 9, 2024)**

**22. BOARD APPROVALS**

**A. 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.

*Items 21A, 21B and 22A were combined by Board request*

**ROLL CALL VOTE**

*MOTION BY: Cooper                      SECONDED BY: DeLabar  
AYE: DeLabar, Cieslak, Cooper, Smale, Nappa, Bashaw, Hein  
NAY: 0  
Seven Ayes, Zero Nays, Motion carried*

**B. Approval of Policy – First Reading**

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

**Section:            Professional Employees**  
**Policy #:           408**  
**Title:                Coaching Positions; Athletic Council**

**C. Approval of Policy – Second Reading**

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

**Section:            Operations**  
**Policy #:           824**  
**Title:                Acceptable Computer Use Policy**

**D. Approval of Deleting Policies 223, 324, 424, and 524**

**Title: Acceptable Computer Use/Internet Safety Policies – Second Reading**

*Items 22B, 22C, and 22D were combined by Board request*

**ROLL CALL VOTE**

*MOTION BY: DeLabar                      SECONDED BY: Cieslak  
AYE: Bashaw, Cieslak, Nappa, Cooper, DeLabar, Smale, Hein  
NAY: 0  
Seven Ayes, Zero Nays, Motion carried*

- E. Approval to Attend Conference, Seminars, etc.
- F. Approval Of The Following Job Descriptions Effective January 9, 2024:

Custodian A	Custodian B	Custodian A Floater
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- G. Approval of KP Finance, Key Business Solutions Lease Agreement for Rental of a Postage Meter  
Administration recommends this rental agreement to replace the existing mail machine located at the district office. The cost for rental of postage meter is \$166.00 per month, plus tax for a period of 63 months effective January 10, 2024.
- H. Approval of Agreement with Center for Humanistic Change, Inc. to Provide Liaison Services to Support the Student Assistance Program Effective July 1, 2023 Through June 30, 2024
- I. Approval To Attend Overnight Student Field Trip
- J. Approval To Rescind The November 14, 2023 Board Approval Selecting McClure As The District’s Energy Services Company, And To Direct Administration To Issue A Request For Proposals For A Guaranteed Energy Savings Project

*Items 22E, 22F, 22G, 22H, 22I, and 22J were combined by Board request*

**ROLL CALL VOTE**

MOTION BY: Cooper                      SECONDED BY: Bashaw  
 AYE: Smale, Cooper, Bashaw, Nappa, Cieslak, DeLabar, Hein  
 NAY: 0  
*Seven Ayes, Zero Nays, Motion carried*

- K. Motion To Approve Amendment Between JOHNSON CONTROLS FIRE PROTECTION LP ("Company"), and Catasauqua School District ("Customer") To Amend, Change, And Modify The Contract 80939688 And Contract 80939689, Between Company And Customer Dated June 13, 2023 - CPQ-361761 (The "Agreement") for Monitoring Account #H023283699 (Middle School) and #H023283610 (Field House) are now Cellular monitoring accounts, with an additional cost of \$394 ea./year. This will be added to Contract 80939688, and Contract 80939689, effective Jan 1, 2024, prorated through June 30, 2024, or \$198 per account. Total additional Cost for both contracts through end of current contract will be \$396, or otherwise changed by each party.



**L. Authorization to Bid for Fuel Oil 2024-2025**

Approval is requested to authorize bidding for fuel oil via Keystone Purchasing Network, Intermediate Unit #16, effective 2024-2025 school year.

**M. 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~~ 2024 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.

*\*At this point a typo was noticed and the date was changed from 2023 to 2024*

**N. Approval of Student Representative to the Board of School Directors Resignation Sophia Becker**

**O. Approval of Copier Lease with Edwards Business Systems for District Copiers**

Administration recommends approval of this three (3) years (36 month) Term - Single Payment Plan Lease and Maintenance Cost per month of \$2,322.31, effective February 21, 2024

- One (1) AccurioPrint 2100 - Copier/Printer/Scanner (Central Copy)
- Two (2) BIZHUB 300i - Copier/Printer/Scanner (HS Guidance/Sheckler Elementary)
- Maintenance Agreement updated/consolidated for all copiers, districtwide

*Items and 22K, 22L, 22M, 22N, and 22O were combined by Board request*

**ROLL CALL VOTE**

*MOTION BY: Cooper                      SECONDED BY: Cieslak*

*AYE: Cieslak, Nappa, Bashaw, DeLabar, Cooper, Smale, Hein*

*NAY: 0*

*Seven Ayes, Zero Nays, Motion carried*

**P. Approval to Establish Junior High, Junior Varsity, and Varsity Baseball Teams**

Approval is requested to authorize administration to establish up to 3 Baseball Teams including any combination of Junior High, Junior Varsity and/or Varsity level.

**Q. 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.

*Items and 22P and 22Q were combined by Board request*

**ROLL CALL VOTE**

*MOTION BY: DeLabar      SECONDED BY: Smale  
AYE: Cooper, Smale, Cieslak, Nappa, DeLabar, Bashaw, Hein  
NAY: 0  
Seven Ayes, Zero Nays, Motion carried*

**23. RECOGNITION OF GUESTS & VISITORS**

*Mrs. Brobst provided the board with Band, Chorus, and Musical and Concert updates*

**24. NEXT MEETING DATES**

A. Tuesday, March 12, 2024      7:00 P.M.      School Board Meeting

**25. ADJOURNMENT**

*MOTION BY: Bashaw      SECONDED BY: Cieslak  
Motion carried*

**Time Adjourned: 8:52 P.M.**

Respectfully submitted,

Jason Bashaw  
Secretary