

MINUTES
CATASAUQUA AREA SCHOOL DISTRICT
Tuesday, October 10, 2023
7:00 PM – District Administration Office

1. CALL TO ORDER **President, Duane Deitrich**
President Duane Deitrich Called the Meeting to Order at 7:09 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	Dave Knerr	X
Carol Cunningham		Christina Lutz-Doemling	X
Jason Bashaw		Lindsey Wallace	X
Donald Panto		Kathleen Kotran	X
Lauren Cieslak	X	Paul Reilly	
Christy Cooper	X	Eric Dauberman	X
Jillian Emert	X	Melissa Inselmann	X
Dale Hein	X	David Todd	X
Shawn McGinley	X	Robert Kucharczuk	X
Student Representatives		Thomas Moll	X
Delaney Troxell	X	Carey Pammer	X
Sophia Becker		Other	
Augustus Serrano (Alternate)		Other	

X = Present

Visitors: See list inserted in Permanent Minute Book

4. NOTICE OF EXECUTIVE SESSIONS

A. Legal and Personnel Reasons - Held Before the Meeting at 6:00 P.M

5. PRESENTATIONS/AUDIENCE INPUT ON AGENDA

A. Catasauqua Middle School Roughie of the Month – Dr. Carey Pammer

GRADE 5	GRADE 6	GRADE 7	GRADE 8	Related Arts
Gabriel Sparacello	Paige Mendonca	Genesis Rincon Mendez	Brielle Dorn	Arabella Gulich

6. ADMINISTRATION/BOARD DISCUSSION & REPORTS

A. Academics and Education – Melissa Inselmann

- *Our CASD Naviance Team has recently completed the implementation training process conducted by PowerSchool. We continue to implement additional components of the program with our staff and students and will continue to do so throughout this school year.*

- *At our upcoming Academics and Education Committee Meeting on November 1st, I'll provide an overview and highlights of the 2023 Future Ready Index Preview; and our building principals will share/celebrate successes and provide key action steps to address specific challenges. I'll provide an update on our STEELS implementation plan, our High School's Algebra I, Geometry, and Algebra II textbook review process, the principals and I will discuss our CASD After School Remediation Program, and lastly, we will discuss how we are implementing Tutor.com services K-12.*

B. Finance – Lindsey Wallace

Audit Update:

- *Auditors were on-site last week, today, and will be back tomorrow to finish up the financial audit. They plan to come back to do the single audit of Federal Funds toward the end of the month (Most likely will be ESSER III). I am happy to report things are going very smoothly so far. We are working with the same team as last year and they have been great.*

Investments Update:

- *There is a PSDLAF Resolution to become an Authorized District of the PA School District Liquid Asset Fund on tonight's Agenda for approval.*
 - *If approved, we will move forward with a Cash Flow Analysis to determine what investment options will most benefit the District.*
- *Current Rates have slightly increased from last month and are around 5.1% - 5.5%*

Act 1 Index:

- *PDE calculated the Base Index for 2024-2025 fiscal year as 5.3%*
- *Catasauqua's Adjusted Index is 7%*

State/Federal Budget Update:

- *State Budget - Still no progress from last month's update... Still do not have a State Budget*
- *Federal Budget - Avoided a Government Shutdown, for now, by passing a short-term spending bill to fund the Government for another 45 days, or 6 weeks. Still could be a Government Shutdown if Democrats and Republicans cannot come to an agreement. This could have huge implications across the country, as many Government Operations would come to a halt, while services deemed "essential" would continue. School Districts would be deemed essential, but may experience funding shortages and delays. Luckily we are not fully reliant on Federal Funding.*

C. Building & Grounds – Eric Dauberman

- Digital Signs - as of 9/26 - The borough has communicated with Ken from Creative Signs. They have indicated that the permits are being processed and we should have a decision in the very near future.
- McClure - We provided McClure with digital plans for the stadium. Most of the other requested plans for buildings, facilities and fields were provided to McClure today in hard copy form after our meeting. Mr. Muthersbaugh and McClure representatives walked through some of our buildings today to view some of the mechanical rooms.

- Transportation - A small test group of participants were asked to download and use the StopFinder APP. We're asking that group to provide feedback on their user experience. We will review the feedback and make adjustments as needed. We plan to roll out the App to all district families in March.
 - A Remind message went out on 9/26 asking parents not to smoke or vape within 30 feet of all bus stops.
 - ECCO will begin bus radio installation tomorrow morning. Once that is completed they will address the building radios and the individual handheld radios. (do not require wifi)
 - The Middle School Furnace -GP Energy completed the CMS boiler tube replacement in August. They will be returning this month (date yet TBD) to do the first fire up and troubleshoot any issues that may arise.
 - HS Roof Repair - A few weeks ago, Weatherproofing Technologies Inc sealed several sections of the roof over the CHS cafeteria. That did not completely eliminate the problem.
- D. Policy – David Knerr – *Nothing to Report*
- E. Athletics-Thomas Moll
- *Cross Country- today was the last regular season meet, leagues are next Wednesday and Districts are the following week. Both leagues and districts will take place at DeSales University*
 - *Boys Soccer- team plays home tomorrow and Thursday. We celebrated CYSA Youth Night at last night's senior night game.*
 - *Girls Soccer- final game is at Dieruff on Thursday*
 - *Girls Volleyball- last match is tomorrow versus Northwestern Lehigh*
 - *Field Hockey- last regular season game is at Pocono Mountain East on Thursday. If we win, we will qualify for districts. We could also qualify if we lose and finish in the top 6 of the power ranking.*
 - *Football- our final regular season home game is Friday versus Panther Valley. We will celebrate senior night for football, cheering and marching band. Senior night activities will take place before the game. We will introduce the homecoming finalists at halftime.*
 - *We also celebrated CYAA Youth Night at the Minersville game. It was great to see all of the young athletes at the game.*
 - *Marching Band- has participated in band competitions at Pennridge and Boyertown.*
 - *Miller Sports Construction was onsite today to work on turf/track repairs at Alumni Field. The following areas were addressed: "E" in the end zone on the scoreboard end of the field, the area in the corner of the field where the sinkholes occurred two years ago, the areas at the 50-yard line on the sidelines on both sides of the field and the covers for the sand pits were raised to be level with the track.*
 - *Questions were asked about plans for the Turkey Day game, security at football games.*
 - *Mr. Hein commended our MS football team on stopping their practices when the National Anthem is being played prior to games on the turf.*

- F. Carbon Lehigh Intermediate Unit # 21 – Duane Deitrich
- Annie Sullivan Award
 - Extended School Year - July 5 - 27 - served 214 students - various locations
- 2023-24 CLIU Organizational Goals
- G. Borough of Catasauqua – Dale Hein
- *Two meetings ago - Old A&P shut the place down and a few students were involved.*
 - *Front Street Property - Re-Development Association - Contractor Developer at some point in the spring*
- H. Borough of North Catasauqua – Jason Bashaw- *Not Present*
- I. Hanover Township – Lindsey Wallace
- In September we had a large transfer tax payment:*
- *969 Postal Road for approximately \$42,000.00*
- In August we had a three large transfer taxes payments:*
- *1820 E Race Street for approximately \$44,000.00*
 - *1701 Dauphin Street for approximately \$127,355.00*
 - *1112 American Parkway for approximately 67,080.00*
- August/September TOTAL = \$281,155.00*
- No other updates since last month.*
- J. PSBA Liaison Update – Donald Panto-*Not Present*
- K. Lehigh Career & Technical Institute Update – Jillian Emert
- *Enrollment*
 - *Mr. Steckel is the new Superintendent of Record*
 - *Bob Spengler received the friend to LCTI/Career and Technical Education, an award that has not been given in several years.*
 - *Mr. Steckel is the new Superintendent of Record for LCTI.*
- L. Student Representatives - Delaney Troxell & Sophia Becker, Augustus Serrano (Alternate)
- Shared with the board they are doing a lot of senior activities.*
7. **APPROVAL OF MINUTES FROM PRIOR MEETING(S)**
- A. **School Board Meeting Held on September 12, 2023**
8. **APPROVAL OF TREASURER’S REPORT FOR SEPTEMBER 2023**
9. **APPROVAL OF BUDGET TRANSFERS SEPTEMBER 2023- None for this month**
10. **APPROVAL FOR PAYMENT OF ALL A/P BILLS OCTOBER 2023**
11. **APPROVAL TO RATIFY ALL EXPENSES OTHER THAN A/P SEPTEMBER 2023**
12. **FINANCIAL**
- A. **Approval Of A Revised Insurance Rate Of \$10,824.00 For The School Board Legal Liability From CM Regent Insurance Company**

13. PERSONNEL

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

Name	Position	Reason
Abby Smith	Guest Teacher	Did Not Complete Employment Paperwork
Anna Jaskiewicz	Guest Teacher	Did Not Renew Guest Teacher Certification
Bradley Davis	Guest Teacher	Did Not Complete Employment Paperwork
Darla Steiner	Guest Teacher	Did Not Renew Guest Teacher Certification
Heather Pasquariello	Guest Teacher	Did Not Complete Employment Paperwork
Tucker Danish	Guest Teacher	Did Not Complete Employment Paperwork
William Pleban	Guest Teacher	Did Not Complete Employment Paperwork
Zancheska Holzlohner	Guest Teacher	Did Not Renew Guest Teacher Certification
Jamie Cunningham	Substitute Teacher	Other Employment
Sarah Seng	Substitute Teacher	Other Employment
Abigail Zerbe	Substitute Teacher	Other Employment
Kurt Anchorstar	Substitute Teacher	Personal
Jane Ann Spieker	Non-Cert Aide Instructional Aide Substitute/Cafeteria Substitute	Did Not Renew Employment Clearances

B. Substitutes

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

Name	Assignment
Donald Becker	Substitute Non CDL Driver
Paul Williams	Substitute Non CDL Driver
Shavon Devonish*	Cafeteria Substitute
Xavier Roque*	Custodian Substitute
Lauren Bock*	Substitute Teacher (student teacher)
Nandie Macon *	Substitute Non CDL Driver/Cafeteria Substitute

*pending receipt of employment paperwork

C. Resignations

- Employee: Jodie Finney
Status: Non-Certified Instructional Aide
Assignment: Sheckler Elementary School
Reason: Did not complete employment paperwork
Effective: October 2, 2023

- 2. Employee: James Fisher
 Status: Assistant Football Coach
 Assignment: Athletic Department
 Reason: Personal
 Effective: October 2, 2023 - prorated stipend of \$2,503.80

D. Change In Employment Status

- 1. Name: Mailza Valerio
 Previous Status: Substitute Non CDL Driver
 Current Status: Regular CDL Driver
 Assignment: Transportation
 Rate of Pay: \$22.54 per hour (no change)
 Benefits: N/A
 Effective: September 5, 2023

E. Revision Of Previous Approval Dates For Short Term Substitute Trey Hinkle, Previous Date August 27, 2023 To November 20, 2023, Changed To August 27, 2023 To September 11, 2023 Due To Other Employment

F. Approval For Short Term Substitute Rate Of \$190.00 Per Day For Audrey Hackett Effective September 14, 2023 To Approximately November 20, 2023

G. Approval For Substitute Rate Of \$140.00 Per Day For Caitlin Kier Effective October 2, 2023

H. Salary Adjustment

Approval is requested to adjust the compensation indicated below as per the Collective Bargaining Unit Agreement - Adjustment due to the employee achieving her Master’s Degree effective May 21, 2023.

Jenarosa Auriemma	Step	Degree	Credit	Salary
New	6	M	0	\$76,438
Old	6	BS	30	\$73,421
Difference				\$3,017

I. Approval Of Student Teachers/Interns/Job Shadows

Approval is requested for the following student teachers/interns/job shadows as listed:

College – Moravian University	Effective: November 8, 2023 to December 16, 2023
Name: Kerry Whittle *	Speech & Language: Krista George-Martell
College – Moravian University	Effective: October 10, 2023 to December 8, 2023
Name: Steffani Smith	Music: Robert Arnold

College – Northampton Community College	2023-2024 School Year
Name: Emma Hawk	Janelle Sentiwany
College – Kutztown University	2023-2024 School Year
Name: Hannah Wanko	Tara Flamisch and Megan Murphy

*pending receipt clearances

J. 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:

Name	Position	Stipend
Aaron Bilby **	CHS Class Advisor 2027	\$730.00
Frank Piff*	Assistant Wrestling Coach	TBD
Tyler Donchez*	Assistant Football Coach (approved as a volunteer 6/13/23)	\$2,311.20

* pending receipt of employment paperwork

** pending approval of below board action under Board Approvals Agenda Item 15.(A)

Approval for Establishment of the Class of 2027 Student Activity Account

K. Approval For Days Without Pay

- Name: Courtney Schwartz
Reason: Personal
Effective: October 5, 2023 Half Day
October 6, 2023 Full Day

L. Retirement

- Employee: Edward Heiser
Status: Custodial Leader
Effective: December 2023 (based on available days)

14. CURRICULUM

A. None

15. BOARD APPROVALS

A. Approval For Establishment Of The Class Of 2027 Student Activity Account

The Class of 2027 Freshmen Student Activity account has been opened during the 2023-2024 school year and should be approved by the School Board.

Items 7A, 8, 9,10, 11, 12A, 13A, 13B, 13C, 13D, 13E, 13F, 13G, 13H, 13I, 13J, 13K, 13L, and 15A were combined by Board request

ROLL CALL VOTE

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

B. Approval Of Rough Rider Pass Resolution

RESOLUTION - Rough Rider Pass for Outstanding Service

RESOLVED, that in accordance with policy 008 the Catasauqua Area School District authorizes Administration to issue a Rough Rider Pass to the following individuals in recognition for outstanding service to the School District:

Mr. Robert Spengler - In recognition of 20+ years of service as Catasauqua Area School District Superintendent.

Mr. Patrick MacLaughlin - In recognition of 37+ years of service within the Catasauqua Area School District Buildings and Grounds Department and 22 years of service as an Assistant Track and Field Coach.

ROLL CALL VOTE

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

C. Approval Of The Pennsylvania School District Liquid Asset Fund (PSDLAF) Resolution

Administration requests the approval of the PSDLAF Resolution.

D. Approval Of The Following Job Descriptions:

Elementary School Principal
Middle School Principal
High School Principal

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

ROLL CALL VOTE

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

E. Tax Assessment Appeal — 800 Willowbrook Road (Fridge Borrower, LLC)

Authorization for the solicitor to settle the tax assessment appeal with regard to 800 Willowbrook Road (Fridge Borrower, LLC) (PIN 640942782479-1) by establishing a new assessed value of \$43,934,800.

ROLL CALL VOTE

MOTION BY: Emert SECONDED BY: Cooper

AYE: Hein, Cooper, Emert, McGinley, Deitrich

NAY: 0

Abstention by Cieslak

Five Ayes, Zero Nays, Motion carried

F. 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.

MOTION BY: Cooper SECONDED BY: Cieslak

Voice Vote

16. RECOGNITION OF GUESTS & VISITORS***Dr. Robert Kucharczuk:***

- *Great Meet the Teacher turnout and participation*
- *Celebrated our K-4 students and their positive behavior during our September PBIS assemblies*
- *Sheckler Book Fair 10/16-10/20*
- *Fire Prevention Day at Sheckler 10/20*
- *Sheckler Pumpkin Decorating Contest & Halloween Parade 10/27*

Dr. Carey Pammer:

- *CMS and District Staff working well to problem solve today!*
- *Meet the Teacher Night great turnout, PBIS RIDER Buck Parent Experience*
- *Start with Hello Kickoff week - continued Tuesday Class Meetings (Olweus)*
- *ELA/Math CDT and ExactPath BOY window closed, occur again in Winter/Spring*
- *Upcoming:*
 - *Red Ribbon Week including “Boo Bash” for CMS Halloween Celebration*
 - *Catty Gear Fundraiser*
 - *First Dance Scheduled 11/3*
 - *After School Remediation Program*

David Todd:

- Homecoming week activities this week including Door Decorating and our Homecoming Dance on Saturday, 10/14.
- Seniors are excited to get fitted for Cap and Gown as well as sit for their class group photo.
- Our Math Department was able to acquire much needed calculators and they are very appreciative.
- Collaboration time has been going very well with each department looking at their electives, data, scope and sequence. Discussions have been productive and each department appreciates the time to tackle some topics of importance.
- PSAT testing is scheduled next week for Juniors and Sophomores.
- Band took 3rd and 4th their most recent competition in Pennridge
- This Saturday there will be a Spaghetti Dinner at Good Shepherd Lutheran 4-5pm for takeout and 5-7 for dine in.
- Bingo is coming in November

Lauren Cieslak – Attended back to school night at both Sheckler Elementary and Middle School, also attended football and soccer CYAA nights expressed how nice it is to have community night events.

Dale Hein – Had nothing to add tonight.

Jillian Emert – Commented on the water leak at CMS, and thanked administration for their efforts in rectifying the problem.

Lindsey Wallace - Congratulations to Christina for surviving her first official day as Superintendent

David Knerr – Seconded what Lindsey said about Christina.

Christy Cooper – Had nothing to add

Shawn McGinley – Great start of the school year despite all the changes.

Kathleen Kotran – Nothing at this time

Thomas Moll- Provided his update at the beginning of the meeting under Board Item 6E.

Melissa Inselmann:

- I would like to commend **David Todd** for implementing collaboration time at the high school for content departments. Teacher collaboration is so important to help improve our instructional program and practices, which directly impact academic achievement and increase support for our students.
- I would like to recognize **Carey Pammer** and the faculty and staff at the middle school for doing a wonderful job of addressing the water leak situation at the middle school today while supporting our students through the situation. Carey was quick to respond to items and thought through different scenarios and options for staff and students.
- **Nada Ross** - I would like to recognize **Nadia Ross** and share that she has embedded an industry-recognized credential into her Food and Nutrition curriculum! Her students earned a ServSafe Food Handler industry-recognized certificate from the ServSafe National Restaurant Association. This certificate is valuable to local employers and will help some students meet our state's ACT 158 Pathways to Graduation.

Eric Dauberman:

- *Natalie Schlofer will start October 2nd.*
- *Rachel Stephenson will start November 13th.*
- *New Teacher Induction Progress*

Dr. Christina Lutz-Doemling:

- *I would like to commend Melissa Inselmann, Ashley Moyer, and our School Counselors - Kim Ceccatti, Julie Casto, Stacey Carpenter, Amy Dymond-Jones, Tara Roseman and Stephanie Covelle for their planning and implementation of the new Naviance platform. We began reviewing a number of different College & Career Education platforms back in October of 2022. After a lengthy review process, we selected Naviance in Spring 2023. Even with a number of leadership transitions and an extremely busy summer, our team was able to begin implementation of the new platform at the start of this school.*
- *Thank Dan Muthersbaugh and Randy Tkach for their work in kickstarting our McClure facilities study. They have been busy gathering information and today they led the facilities walk through.*
- *Thank you to Eric for providing the support to new teachers.*
- *Thank our team for their response. Exercise in planning and organization as well as adapting on the fly as new logistical challenges presented themselves.*

Duane Deitrich – *Echoed what Shawn McGinley said, how the district did not miss a beat after all the changes.*

17. NEXT MEETING DATES

- | | | | |
|----|-----------------------------|-------------------------------|--|
| A. | Wednesday, November 1, 2023 | 5:00 PM
6:00 PM
7:00 PM | Buildings and Grounds
Athletic Committee Meeting
Academics Committee Meeting |
| B. | Tuesday, November 14, 2023 | 5:30 P.M.
7:00 P.M. | Dinner
School Board Meeting |

* Reminder -The November Board Meeting will be held at: Lehigh Career & Technical Institute 4500 Education Park, Schnecksville

18. ADJOURNMENT

MOTION BY: Hein SECONDED BY: Emert

Motion carried

Time Adjourned: 8:08 P.M.

Respectfully submitted,

Jason Bashaw
Secretary