

**MINUTES**  
**CATASAUQUA AREA SCHOOL DISTRICT**  
**Tuesday, August 8, 2023**  
**7:00 P.M. – District Administration Office**

- 1. CALL TO ORDER .....** **President, Duane Deitrich**  
*President Duane Deitrich Called the Meeting to Order at 7:05 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		Dave Knerr	X
Jason Bashaw	X	Christina Lutz-Doemling	X
Donald Panto	X	Lindsey Wallace	
Lauren Cieslak	X	Kathleen Kotran	X
Christy Cooper	X	Paul Reilly	
Jillian Emert		Eric Dauberman	X
Dale Hein	X	Melissa Inselmann	X
Shawn McGinley		David Todd	X
Student Representatives		Robert Kucharczuk	X
Delaney Troxell		Thomas Moll	X
Sophia Becker		Carey Pammer	X
Augustus Serrano (Alternate)		Kimberly Mooney	

*X = 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.

*An Executive Session was held until 7:05 PM*

**5. PRESENTATIONS/AUDIENCE INPUT ON AGENDA**

**6. ADMINISTRATION/BOARD DISCUSSION & REPORTS**

- A. Academics and Education – Melissa Inselmann  
*Melissa Inselmann provided an overview of the discussion topics and action items relative to the Academics Committee meeting held Wednesday August 2, 2023*
- B. Finance – Lindsey Wallace – *No report*
- C. Building & Grounds – Eric Dauberman  
*Eric Dauberman reviewed the topics presented and discussed during the B&G Committee meeting held Wednesday, August 2, 2023.*
- D. Policy – David Knerr- *No report*

- E. Athletics-Thomas Moll  
*Tom Moll discussed the current Fall program enrollment; the start of the Fall practice season; Mr. Moll also provided an overview of the discussion items from the August 2, 2023 Athletic Committee meeting. Coach/Band stipends will be considered by the Board in September.*
- F. Carbon Lehigh Intermediate Unit # 21 – Duane Deitrich  
*Mr. Dietrich attended the July 17th meeting. Transitioning to new leadership is in process. Since Mr. Dietrich will no longer be a CASD Board member in December, the Board will need to consider another individual.*
- G. Borough of Catasauqua – Dale Hein  
*Mr. Hein reported on last night’s meeting that mostly focused on a capital improvement plan. Mr. Hein inquired about the new parking plan on 14th St. during the Borough meeting and confirmed that there will be no parking on the West side of 14th St.*
- H. Borough of North Catasauqua – Jason Bashaw- *No report*
- I. Hanover Township – Lindsey Wallace- *No present*
- J. PSBA Liaison Update – Donald Panto- *No report*
- K. Lehigh Career & Technical Institute Update – Jillian Emert- *No present*
- L. Student Representatives - Delaney Troxell & Sophia Becker-*Not present*

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

**A. School Board Meeting Held on June 13, 2023**

**8. RATIFICATION OF TREASURER’S REPORT FOR JUNE 2023**

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

**10. APPROVAL FOR PAYMENT OF ALL A/P BILLS AUGUST 2023**

**11. APPROVAL TO RATIFY ALL EXPENSES OTHER THAN A/P JUNE 2023**

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

**ROLL CALL VOTE**

*MOTION BY: Cooper                      SECONDED BY: Cieslak*

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

*NAY: 0*

*Six Ayes, Zero Nays, Motion carried*

**12. FINANCIAL**

**A. Charge 2023-2024 Tax Duplicates/Approve Bonds**

The tax duplicates listed below for the 2023-2024 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	\$6,473,134.08	\$4,034.99	USI Mid-Atlantic Inc.
North Catasauqua	\$3,279,313.72	\$20,435.56	Erie Insurance Co.
Hanover	\$11,802,193.04	\$32.80	

**ROLL CALL VOTE**

*MOTION BY: Hein    SECONDED BY: Bashaw*

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

*NAY: 0*

*Six Ayes, Zero Nays, Motion carried*

**13. PERSONNEL****A. Re-Approval Of Substitutes For The 2023-2024 School Year****B. Removal Of The Following Substitute Employees For The 2023-2024 School Year:**

Name	Position	Reason
Janelle Taylor	Non Certified Instructional Aide Substitute	Personal
Katie Pierce	Substitute Teacher	Personal
Kathryn Panto	Substitute Nurse	Personal
Jamie DeLong	Substitute Teacher	Other

**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
Megan Roth	Substitute Teacher
Elizabeth Miller	Substitute Teacher*
Mary Ann Cadden	Guest Teacher*
Verne Hahn	Guest Teacher*
Ashley Hunsicker	Substitute Teacher*
Abigail Zerbe	Substitute Teacher*
Clay Perry	Substitute Custodian*

\* pending receipt of employment paperwork

**D. Appointment of Extra-Curricular Positions for the 2023-2024 School Year**

It is recommended that the names listed below of extra-curricular positions appointed as noted for the 2023-2024 school year:

#	Name	Position	Stipend
1	Kyle Rusnock	CMS - Audio Visual - Shared 25%	\$490.00
2	Amy Dymond-Jones	CMS - Audio Visual - Shared 25%	\$490.00
3	Christina Weaver	CMS - Audio Visual - Shared 35%	\$686.00
4	Amelia Fehr	Assistant Marching Band	Volunteer
5	Brendan Glogowski*	Assistant Football Coach	Volunteer
6	Michael Shearer	Assistant Marching Band	Volunteer
7	Mackenzie Brobst*	Assistant Marching Band	Volunteer
8	Mackenzie Brobst*	Assistant Indoor Guard	Volunteer
9	Vincent Pellechia	Assistant Wrestling Coach	Volunteer
10	Branden Strohl	Assistant Wrestling Coach	TBD
11	Jonathan Reed	Head Wrestling Coach	TBD

\*pending receipt of employment paperwork

**E. Resignation**

1. Employee: Rebecca Stocker  
 Status: Non Certified Instructional Aide  
 Assignment: Sheckler Elementary School  
 Reason: Other Employment  
 Effective: June 12, 2023
2. Employee: Lisa Meckes  
 Status: Secretary  
 Assignment: Sheckler Elementary School  
 Reason: Personal  
 Effective: August 18, 2023\*
3. Employee: Shana Younes  
 Status: General Kitchen Help  
 Assignment: Catasauqua High School  
 Reason: Other Employment  
 Effective: July 13, 2023
4. Employee: Jasmine Seritsky  
 Status: Non Certified Instructional Aide  
 Assignment: Sheckler Elementary School  
 Reason: Other Employment  
 Effective: August 4, 2023

\*revised date from April 11, 2023 board meeting

**F. Appointment of 2023-2024 Certified and Non-Certified Instructional Aides**

Administration recommends appointment of the following individuals as Certified (daily rate of \$175.00) and Non-Certified (daily rate of \$138.00) Instructional Aides to perform the duties of the identified assignment effective August 21, 2023 to June 7, 2024 with benefits as per CBA:

<b>HIGH SCHOOL</b>				
<b>#</b>	<b>First</b>	<b>Last</b>	<b><u>Certified/Non-Certified</u></b>	<b><u>Type (1 to 1, etc.)</u></b>
1	Christopher	Casciotti	Non-Certified	Emotional Support
2	Phillip	Dorn	Non-Certified	Learning/Emotional Support & ISS
3	Evan	Frantz	Non-Certified	Life Skills Support
4	Nichole	Grym	Non-Certified	Learning Support
5	Anne Marie	Hartranft	Non-Certified	Tech
6	Jessica	Suhaka	Non-Certified	Life Skills Support
7	Todd	Troxell	Non-Certified	Learning Support
<b>MIDDLE SCHOOL</b>				
<b>#</b>	<b>First</b>	<b>Last</b>	<b><u>Certified/Non-Certified</u></b>	<b><u>Type (1 to 1, etc.)</u></b>
1	Cherie	Gebhardt	Non-Certified	Life Skills Support
2	Joann	Heffner	Non-Certified	Life Skills Support
3	Amy	LeFever*	Non-Certified	ISS
4	Tanya	Saruba	Non-Certified	Emotional Support
5	Robert	Steckel	Non-Certified	Life Skills Support
6	Tina	Thomas	Non-Certified	Learning Support 7/8
7	Cody	Velez*	Non-Certified	Learning Support
8	Allysha	Weaver	Non-Certified	Supplemental Learning Support
9	Christina	Weaver	Non-Certified	Tech
<b>SHECKLER ELEMENTARY</b>				
<b>#</b>	<b>First</b>	<b>Last</b>	<b><u>Certified/Non-Certified</u></b>	<b><u>Type (1 to 1, etc.)</u></b>
1	Shelly	Alexander	Non-Certified	Learning Support
2	Cindy	Bass	Non-Certified	Learning Support-KDG
3	Patricia	Dubuisson*	Non-Certified	Life Skills Support
4	Sarah	Forstoffer	Non-Certified	Library
5	Colin	Hawk	Non-Certified	Learning Support
6	Tara	Jones*	Non-Certified	Autistic Support
7	Laura	Kotran	Non-Certified	Learning Support
8	Lisa	Meckes	Non-Certified	Learning Support Supplemental
9	Terri	Lubenesky	Certified	Title I
10	Claire	Murawski	Non-Certified	Life Skills Support
11	Linda	Pluchinsky	Non-Certified	Learning Support-1st
12	Cecilia	Ramirez	Non-Certified	Autistic Support
13	Tiandra	Riegel	Certified	Title I
14	Courtney	Schwartz*	Non-Certified	Autistic Support
15	Abbey	Shiffert	Certified	Title I
16	Travis	Sterner	Non-Certified	Learning Support -Kdg

17	Kawaunna	Waldron	Non-Certified	Learning Suport-Itinerant
18	Colleen	Whitsett	Certified	Title I
19	TBD			

\*pending receipt of employment paperwork

### **G. Change In Employment Status**

1. Name: Carmen Argueta  
 Previous Status: General Kitchen Help  
 Current Status: Cafeteria Substitute  
 Assignment: Districtwide  
 Rate of Pay: \$12.10 per hour  
 Benefits: N/A  
 Effective: May 27, 2023
  
1. Name: Meghan Hinkle  
 Previous Status: High School Phys Ed Teacher  
 Current Status: Substitute Teacher  
 Assignment: Districtwide  
 Benefits: N/A  
 Effective: August 28, 2023

### **H. Nomination For Appointment**

1. Name: Natalie Schlofer\*  
 Status: Special Education Teacher  
 Assignment: Sheckler Elementary School  
 Rate of Pay: \$63,608\*\*  
 Benefits: As per collective  
 Effective: August 17, 2023
  
2. Name: Laura Williams\*  
 Status: General Kitchen Help  
 Assignment: Catasauqua High School  
 Rate of Pay: \$14.52  
 Benefits: N/A  
 Effective: August 17, 2023
  
3. Name: Luis Gonzalez\*  
 Status: Custodian B Position  
 Assignment: Districtwide  
 Rate of Pay: \$19.00 per hour  
 Benefits: As Per Collective Bargaining Agreement  
 Effective: September 1, 2023

- \*pending receipt of employment paperwork
- \*\*pending Official evidence of degree

**I. Appointment of Mentor Teachers – 2023-2024 School Year**

Administration recommends that the names listed below be approved as Mentor Teachers for the 2023-2024 school year at a stipend of \$750.00 as per Collective Bargaining Agreement:

New Faculty	Position	Mentor	Position
Natalie Schlofer	Learning Support	Jaclyn Baum	Learning Support

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

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

College - Kutztown University	Effective: August 29, 2023 to December 14, 2023
Name: Lauren Bock	Second Grade: Jamie Gallo

**K. Approval For Short Term Substitute Rate Of \$190.00 Per Day For Trey Hinkle Effective Approximately August 27, 2023 To Approximately November 20, 2023**

**L. Approval for Substitute Rate of \$140.00 per day for Elizabeth Miller effective August 28, 2023.\***

\*pending receipt of paperwork

**M. Approval for Substitute Rate of \$140.00 per day for Ashley Hunsicker effective August 28, 2023.\***

\*pending receipt of paperwork

**N. Approval of Tenure**

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

Name	Assignment
Anthony Brinkley	Sheckler Elementary, Third Grade
Amanda Freiler	Middle School, Fifth Grade
Jordyn Gutai	Middle School, Eighth Grade Math & Science
Katherine Haberern	Sheckler Elementary, Third Grade
John Leiderman	Middle School, Music
Joseph Rivera	Sheckler Elementary, Fourth Grade
Jordan Schutter	Sheckler Elementary, Fourth Grade
Brett Sonntag	Middle School, Eighth Grade Science & History

Items 13A, 13B, 13C, 13D, 13E, 13F, 13G, 13H, 13I, 13J, 13K, 13L, 13M and 13N were combined by Board request

**ROLL CALL VOTE**

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

**14. CURRICULUM**

**A. Approval of Planned Courses of Study**

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

High School	Middle School	Sheckler Elementary
Freshman Focus	5th Grade Social Studies	Gr K-2 English Language Development, Level 1 and 2 English Learners
English I	6th Grade Social Studies	Gr 3 & 4 English Language Development, Level 1 and 2 English Learners
English II	7th Grade Social Studies	
English III	7th Grade Math	
Meteorology	8th Grade Mathematics	
	8th Grade Algebra I	

**ROLL CALL VOTE**

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

**15. BOARD APPROVALS**

**A. Approval of 2023-2024 Game Worker Rates**

Request approval of the following 2023-2024 Game Worker Rates

**ROLL CALL VOTE**

MOTION BY: Hein SECONDED BY: Cieslak  
 AYE: Cieslak, Hein, Bashaw, Cooper, Panto, Dietrich  
 NAY: 0  
 Six Ayes, Zero Nays, Motion carried



*\*At this point, Dale Hein asked a couple of questions regarding Item 15A – 2023-2024 Game Worker Rates:*

*1-Wrestling scorebook home and away did not go up - Moll explained it was to keep certain events similar.*

*2-Statistician home and away football went up \$20.00 - Tom Moll explained they tried to match up the time and pay*

**B. Approval of 2023-2024 Game Ticket Prices**

Request approval of the following 2023-2024 Game Ticket Prices

**C. 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 2023-2024 school year.

**D. Approval of 2023-2024 Sheckler Elementary School Student Handbook**

Request is made for board approval of the Sheckler Elementary School Student Handbook for the 2023-2024 school year as presented.

**E. Approval of 2023-2024 Catasauqua Middle School Student Guidelines**

Request is made for board approval of the Catasauqua Middle School Student Guidelines for the 2023-2024 school year as presented.

**F. Approval of 2023-2024 Catasauqua High School Student Handbook**

Request is made for board approval of the Catasauqua High School Student Handbook revisions for the 2023-2024 school year as presented.

**G. Approval of 23-24 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.

**H. Approval of 23-24 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.

**I. Approval of Board Goals 2023-2024**

**J. Approval Is Requested To Enter Into An Agreement With Assist Services, LLC For The 2023-2024 School Year**

**K. Approval of tax assessment settlement on 1700 Catasauqua Road, Allentown, PA**

*\*Item 15K - This item was removed*

**L. Approval of Van/Bus Stops 2023-2024 School Year**

Approval of Van/Bus Stops for the 2023-2024 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.

*Items 15B, 15C, 15D, 15E, 15F, 15G, 15H, 15I, 15J and 15L were combined by Board request*

**ROLL CALL VOTE**

*MOTION BY: Bashaw                      SECONDED BY: Cooper*

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

*NAY: 0*

*Six Ayes, Zero Nays, Motion carried*

**16. RECOGNITION OF GUESTS & VISITORS**

*Kristin Brobst: 44 students so far involved in Band; National Night Out in Catty Park; Mr. D is retiring and will be missed.*

**Reports:**

*Dr. Robert Kucharczuk: School is now buzzing with preparation for the school year. Custodial and Maintenance staff have done a great job!!!*

*Dr. Carey Pammer: Building is coming alive with staff coming in; Ready to welcome back staff in August.*

*David Todd: Building is in tip top shape. Great to see the activity ramping up. Met with 18 Teachers so far; Met with 3 PD's who serve the Building: CRAZE training; Freshman Orientation soon. Principal Nights scheduled as well.*

*Kathleen Kotran: The new iPad receipt and setup has been a huge success. 1500+ student iPads are set up and ready. Many people assisted in the process and a fantastic example of teamwork and a culture of caring! It took a village!*

*Thomas Moll: Catasauqua High School Senior Student, Kelsea Warren, attended the National Federation of High School National Student Leadership Summit in Indianapolis from July 29-31. Kelsea was one of twelve student-athletes selected by the Pennsylvania Interscholastic Athletic Association (PIAA) to attend the leadership summit. Patrick MacLaughlin, Grounds Leader, served CASD for over 37 years with his final work day last Friday.*

*Melissa Inselmann: Thank you to Christina during the transition to her new position of Director of Curriculum & Assessment.*

*Eric Dauberman: All CMS positions are filled; Sheckler still needs 2 Aides; CHS need one FT Sub and a Phys Ed Teacher. Thank you to Lisa Tkach and Mindy Redline for their incredible support during this hiring season.*

*Christy Cooper: Excited for a new school year! Kids are excited!*

*Lauren Cieslak: Thank you to everyone behind the scenes preparing for the new year!*

*Dale Hein: This meeting will be momentous; Mr. Spengler's last meeting is tonight. Wish Mr. Spengler a great retirement.*

*Jason Bradshaw: Bob was my mentor during my Superintendent Internship; Mr. Bashaw continued to express his appreciation of what all Mr. Spengler has done for the district and how he is leaving the district in good shape.*

*Donald Panto: Nothing at this time*

*Mr. David Knerr: Nothing at this time*

*Dr. Christina Lutz-Doemling: July 19 and 20 held an Admin Retreat. Thank you to all who participated. Today was the LV School Nurse Conference held at CHS. Congrats to Bob!*

*Robert J. Spengler: Provided a little background of his time in education, and his time serving the Catasauqua Area School District.*

*Duane Deitrich: Momentum and legacy are two words that came to mind. Momentum for the new team members, and legacy for what Bob is leaving behind.*

## **17. NEXT MEETING DATE(S)**

A. Tuesday, September 12, 2023      7:00 P.M.      School Board Meeting

## **18. ADJOURNMENT**

*MOTION BY: Hein    SECONDED BY: Cieslak*

*Motion carried*

***Time Adjourned: 7:57 P.M.***

Respectfully submitted,

Jason Bashaw  
Secretary