

MINUTES
CATASAUQUA AREA SCHOOL DISTRICT
Tuesday, September 11, 2018
7:00 P.M. – District Administration Office

1. **CALL TO ORDER** **President, Carol Cunningham**
President Carol Cunningham Called the Meeting to Order at 7:03 P.M.
2. **PLEDGE OF ALLEGIANCE TO THE FLAG**
The Pledge of Allegiance was given
3. **ROLL CALL**

Board Members		Non Board Members	
Carol Cunningham	X	Robert J. Spengler	X
Duane Deitrich	X	Dave Knerr	X
Jason Bashaw	X	Christina Lutz-Doemling	X
Dale Hein	X	Lois Reed	X
Christine Nace	X	Kathleen Kotran	X
Rodney L. Nace	X	Wayne Karess	
Donald Panto	X	Melissa Inselmann	X
Stephen M. Becker		Eric Dauberman	X
Laura Cieslak	X	Bryan Klass	X
		Adam Schnug	
Student Representatives		Thomas Moll	
Andrew Kalynch	X		
Carter Weinhofer	X		

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
Executive Session was held until 7:05 P.M
5. **PRESENTATIONS/AUDIENCE INPUT ON AGENDA**
 - A. *None*
6. **ADMINISTRATION/BOARD DISCUSSION & REPORTS**
 - A. Academics and Education – Christina Lutz-Doemling
Christina commented on the two agenda items, Comprehensive Plan and the AP Calculus Planned Course. Mr. Spengler acknowledged Christina’s success in securing a \$3,000.00 Dollar General Grant.
 - B. Finance – Robert J. Spengler - *None*

- C. Building & Grounds – Robert J. Spengler
Staff members are in the process of identifying and addressing several minor roof leaks throughout the district.
- D. Policy – David Knerr
Policy #808 –Food Services (2nd Reading)
 1. Changes From The August Draft To This New September Draft (Redline)
 2. Changes From The Current Policy (Redline)
 3. Clean Version As It Will Be After The School Board Approves The Revisions (Clean)
 4. Policy #812 - Audio and Video Devices on Buses (2nd Reading)
 5. Policy #253 – Homeless Students (2nd Reading)
Dave provided an overview of the changes. No changes on policies 812 and 253. Policy 808 changes were reviewed by Mr. Knerr based on recommendations by Mr. Muthersbaugh.
- E. Athletics-Thomas Moll - *None*
- F. Carbon Lehigh Intermediate Unit # 21 – Duane Deitrich
A short meeting was held this month with nothing major to report.
- G. Borough of Catasauqua – Dale Hein
Dale Hein reported the two student representatives were sworn in on September 4th.
- H. Borough of North Catasauqua – Jason Bashaw - *None*
- I. Hanover Township – Lois Reed
B Braun has announced the construction of a manufacturing facility adjacent to the existing building.
- J. PSBA Liaison Update – Carol Cunningham
Carol Cunningham reported numerous articles have been published by PSBA regarding school safety. She also expressed her pleasure that we are aligned with PSBA recommendations.
- K. Lehigh Career & Technical Institute Update – Carol Cunningham
The construction of a new welding lab is underway. A new health careers program has been implemented for this school year.
- L. Student Representatives – Andrew Kalynch & Carter Weinhofer
It was a good start to the school year.
7. **APPROVAL OF MINUTES FROM PRIOR MEETING(S)**
A. **School Board Meeting Held on August 14, 2018**
8. **APPROVAL OF TREASURER’S REPORT FOR AUGUST 2018**
9. **APPROVAL OF BUDGET TRANSFERS AUGUST 2018**
10. **APPROVAL FOR PAYMENT OF ALL A/P BILLS SEPTEMBER 2018**
11. **APPROVAL TO RATIFY ALL EXPENSES OTHER THAN A/P AUGUST 2018**

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

ROLL CALL VOTE

MOTION BY: Deitrich SECONDED BY: Cieslak

AYE: Cunningham, Deitrich, Panto, Cieslak, R. Nace, C. Nace, Hein, Bashaw

NAY: 0

Eight Ayes, Zero Nays, Motion carried

12. FINANCIAL

13. PERSONNEL

A. Approval Of Tenure

The following professional has successfully completed three years of service as noted and the Superintendent recommends tenure be granted:

Name	Assignment
Laura Gregson	Elementary School

B. Approval of 2018-2019 Teacher Collective Bargaining Unit Salaries

As per the CAEA Collective Bargaining Agreement, the Superintendent has reviewed and recommends the respective salary assignments.

C. Appointment Of Extra-Curricular Positions – 2018-2019 School Year

It is recommended that the names listed below of extra-curricular positions be appointed as noted for the 2018-2019 school-year:

<u>Name</u>	<u>Position</u>	<u>Stipend</u>
Amanda Graser	Indoor Winter Guard Instructor	\$1,051.00
Robert Arnold	Assistant Indoor Winter Guard Instructor	\$526.00
Selena Safadi *	Assistant Field Hockey Coach	\$2,671.00
Megan Kanyuk **	Assistant Field Hockey Coach	Volunteer

*Change from volunteer approved on August 14, 2018

** Pending receipt of employment clearances

D. Removal Of The Following Substitute Employees For The 2018-2019 School Year

<u>Name</u>	<u>Position</u>	<u>Reason</u>
Cory Thomas	Guest Teacher	Other Employment
Deborah Duld	Substitute Driver	Did not work in 2017-2018
James Honsel	Substitute Driver	Did not work in 2017-2018
Taras Kulnich	Substitute Driver	Did not work in 2017-2018
Jennie Tentomas	Substitute Driver	Did not work in 2017-2018
David Burker	Substitute Teacher	Personal

Items 13A, 13B, 13C and 13D, were combined by Board request

ROLL CALL VOTE

*MOTION BY: Deitrich SECONDED BY: R. Nace
 AYE: Cunningham, Deitrich, Panto, Cieslak, R. Nace, C. Nace, Hein, Bashaw
 NAY: 0
 Eight Ayes, Zero Nays, Motion carried*

E. Substitutes

The following applicants have requested to be added to the Substitute Employment List for the 2018-2019 School Year as follows:

Name	Assignment
Jennifer Fendrick	Substitute Van Driver
Jessica Kroope	Substitute Teacher*

*Pending receipt of employment clearances

ROLL CALL VOTE

*MOTION BY: Hein SECONDED BY: Deitrich
 AYE: Cunningham, Deitrich, Panto, Cieslak, R. Nace, C. Nace, Hein, Bashaw
 NAY: 0
 Eight Ayes, Zero Nays, Motion carried*

F. Nomination for Appointment

Name: Christopher Contreras
 Status: Student Worker
 Assignment: Districtwide
 Rate of Pay: \$7.50 per hour
 Benefits: N/A
 Effective: September 12, 2018

G. Approval For Days Without Pay

Name: Kiara Rivera
 Reason: Personal
 Effective: August 14, 2018 Full Day
 August 16, 2018 Full Day
 August 17, 2018 Full Day
 August 21, 2018 Full Day
 August 22, 2018 Full Day

H. Change in Employment Status

1. Loubriel Rivera
 Previous Status: Full Time Custodial B
 Current Status: Part Time Custodial B
 Assignment: Districtwide
 Salary: As per Collective Bargaining Agreement
 Benefits: As per Collective Bargaining Agreement
 Effective: September 10, 2018

I. Resignation

1. Name: Samuel Burrows
 Status: Van Driver
 Assignment: Transportation
 Reason: Retirement
 Effective: June 8, 2018

Items 13F, 13G, 13H and 13I, were combined by Board request

ROLL CALL VOTE

*MOTION BY: Deitrich SECONDED BY: C. Nace
 AYE: Cunningham, Deitrich, Panto, Cieslak, R. Nace, C. Nace, Hein, Bashaw
 NAY: 0
 Eight Ayes, Zero Nays, Motion carried*

14. CURRICULUM**A. Approval of Planned Course of Study**

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

AP Calculus**15. BOARD APPROVALS****A. Approval of the Catasauqua Area School District Comprehensive Plan, Final Version 2019-2022**

Administration requests the final approval of the Pennsylvania Department of Education mandated Comprehensive Plan. This document has been on public display for 30 days and input provided during that timeframe has been considered and incorporated in this final version.

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

** This item was tabled and will be acted upon the October 9, 2018 Board Meeting.*

C. Authorization for Disposal of District Vehicles and Equipment

1. Van 1 Vin # 1GCHG35F421124797 2002 Chevrolet
2. Van 2 Vin # 1GDHG35FOY1137518 2000 GMC
3. Van Maint Vin # 1GTGG35YaTFSD5833 96 GMC
4. Koehler Electrical Generator Model 30R82 Serial # 91477A

D. Potential Overnight Student Activity Trips for 2018-2019 School Year

Approval is requested for potential overnight student activity trips, 2018-2019 fall, winter, and spring, as listed below:

E. Approval of Policy – Second Reading

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

Section: OPERATIONS
Policy # 808
Title: Food Services

F. Approval of Policy – Second Reading

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

Section: OPERATIONS
Policy # 812
Title: Audio and Video Devices on Busses

G. Approval of Policy – Second Reading

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

Section: PUPIL
Policy # 253
Title: Homeless Students

H. 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.

1951 Pennsylvania Ave
Lincoln & Green
2nd & Mulberry
Moravian Academy Middle School

Items 11A, 15A, 15C, 15D, 15E, 15F, 15G, and 15H, were combined by Board request

ROLL CALL VOTE

*MOTION BY: Deitrich SECONDED BY: Hein
AYE: Cunningham, Deitrich, Panto, Cieslak, R. Nace, C. Nace, Hein, Bashaw
NAY: 0
Eight Ayes, Zero Nays, Motion carried*

16. OLD BUSINESS

17. NEW BUSINESS

18. COMMENDATIONS

19. INFORMATION ITEMS

20. CORRESPONDENCE

Items 18, 19, 20, and 21 were combined by Board request
Kathleen Kotran – An update on technology configuration and implementation was provided.
Eric Dauberman – Sheckler Elementary experienced a great start to the school year. Thanked the cafeteria staff for implementing a scanning system. Also thanked staff members who rode the school buses along with students. Various dates and events were announced.
Melissa Inselmann – The school year began smoothly. Expressed her appreciation for the new technology in the middle school. Various events were reviewed and announced.
Christina Lutz-Doemling – Diagnostic testing programs were announced. Thank you to Kathy Kotran and Wayne Karess for setting up technology.
Bryan Klass – The high school also had a successful and smooth start to the school year. Various activities were announced. Leslie Estrada is promoting the districtwide survey to parents.
Duane Deitrich – Welcome Back to everyone! Expressed his pleasure in seeing an additional place course being offered.
Robert J. Spengler – Announced a Town Hall Meeting on the Opioid Crisis occurring on September 27th at 6:00 @ CHS Auditorium. Thank you to all district stakeholders for a very smooth school opening, and Ms. Estrada for reaching out to families throughout the district.

** At this point a motion was made by David Knerr as follows:
Request approval of special education settlement agreement regarding student number #10405*

ROLL CALL VOTE

*MOTION BY: Deitrich SECONDED BY: C. Nace
AYE: Cunningham, Deitrich, Panto, Cieslak, R. Nace, C. Nace, Hein, Bashaw
NAY: 0
Eight Ayes, Zero Nays, Motion carried*

21. RECOGNITION OF GUESTS & VISITORS

Jessica Kroope- expressed her gratitude for being appointed for a substitute teacher. Inquired regarding the process and resources available for homeless students. Discussion followed. Announced Catasauqua Borough Hall will house a high school student art gallery and Fest-O-Fall activities.

Kristen Brobst- provided an update on band parent booster activities including a pasta dinner and various upcoming competitions. Thanked Ms. Inselmann and her staff for providing assistance with a particular homeless student.

22. NEXT MEETING DATES

- A.** Tuesday, October 9, 2018 7:00 P.M. School Board Meeting

- B.** Wednesday, November 7, 2018 4:00 PM Buildings and Grounds
 5:00 PM Academics Committee Meeting
 6:00 PM Athletic Committee Meeting

- C.** Tuesday, November 13, 2018 7:00 P.M. School Board Meeting
 (Location Exception)
 Lehigh Career & Technical Institute
 4500 Education Park, Schnecksville

23. ADJOURNMENT

MOTION BY: Hein SECONDED BY: Cieslak

Motion carried

Time Adjourned: 7:55 P.M.

An executive session was held from 8:00 P.M. until 8:30 P.M. No board action occurred after the executive session.

Respectfully submitted,

Jason Bashaw
Secretary