

MINUTES
CATASAUQUA AREA SCHOOL DISTRICT
Tuesday, August 14, 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 VOTE

Board Members		Non Board Members	
Carol Cunningham	X	Robert J. Spengler	X
Duane Deitrich	X	Dave Knerr	X
Jason Bashaw		Christina Lutz-Doemling	X
Dale Hein	X	Lois Reed	X
Christine Nace	X	Kathleen Kotran	X
Rodney L. Nace	X	Wayne Karess	X
Donald Panto	X	Melissa Inselmann	X
Stephen M. Becker	X	Eric Dauberman	X
Laura Cieslak	X	Bryan Klass	
		Adam Schnug	X
Student Representatives		Thomas Moll	X
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 6:05 P.M

5. PRESENTATIONS/AUDIENCE INPUT ON AGENDA

A. *Audience Comment:*

- *Christina Beck – 1082 Howertown Road, N. Catasauqua: Handbook Dress Code, distributed an alternate dress code*
- *Amy Ahart – 511 N. 14th Street, Catasauqua: Handbook dress code*
- *Karla Fryslin – 615 Bath Avenue, Catasauqua: SRO Enforcement in Allen Township*
- *Karen DeLabar – 1115 Third Street, Catasauqua: Dress code not written well*
- *Krystal Gioielli – 1503 Lincoln Street, North Catasauqua: Dress code, mid-level shorts*
- *Resident – 522 Race Street, Catasauqua: Teacher dress code*
- *Pam Panto – 1006 Third Street, North Catasauqua: Dress code*

* At this point a motion was made to act on Item 17A “**Authorization For Administration To Enter Into An Agreement With The Borough Of Catasauqua To Provide A School Resource Officer For The CASD**”

ROLL CALL VOTE

MOTION BY: Hein SECONDED BY: C. Nace

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

NAY: 0

Eight Ayes, Zero Nays, Motion carried

6. ADMINISTRATION/BOARD DISCUSSION & REPORTS

A. Academics and Education – Christina Lutz-Doemling

- Academics Committee Aug 1, 2018 Meeting Overview
 - *Christina provided an overview of the topics discussed during this meeting.*
- Grants and Enhanced Programs Update - Kathy Kotran
 - *Kathy presented the various programs and funds received from local, state, and federal grants.*
- District Long Range Planning – Robert J. Spengler
 - *Mr. Spengler provided an overview of 2018-2019 budget development and associated issues along with the 2018-2019 plan for stakeholder input.*
- Building Level Handbooks
- Educator in the Workplace Grant

B. Finance – Robert J. Spengler

C. Building & Grounds – Robert J. Spengler

- Overview of Summer Projects
 - *Lois provided an update on various summer projects completed by our custodial and maintenance staff, along with student workers.*

D. Policy – David Knerr

- Policy #808 - Food Services (1st Reading) (redline)
- Policy # 812 - Audio and Video Devices on Buses (1st Reading)
- Policy # 253 - ~~Dispute Resolution~~ Homeless Students(1st Reading)
- Policy #251 - BULLYING/CYBERBULLYING (2nd Reading)
- Policy #624 - District-Initiated Tax Assessment Appeals (2nd Reading)

Dave Knerr led discussion on the above policies and will present revised policies for second reading next month.

E. Athletics-Thomas Moll

Mr. Moll provided update on current activities.

F. Carbon Lehigh Intermediate Unit # 21 – Duane Deitrich - None

G. Borough of Catasauqua – Dale Hein

Mr. Hein announced the Borough approval of providing a school resource officer and provided an update of the rezoning of the 14th Street property.

H. Borough of North Catasauqua – Jason Bashaw - None

I. Hanover Township – Lois Reed - None

J. PSBA Liaison Update – Carol Cunningham –

A PSBA representative will attend our October Board Meeting.

- K. Lehigh Career & Technical Institute Update – Carol Cunningham - *None*
- L. Student Representatives – Andrew Kalynch & Carter Weinhofer –
Mrs. Cunningham welcomed the 2018-2019 Student Representatives

7. APPROVAL OF MINUTES FROM PRIOR MEETING(S)

A. School Board Meeting Held on June 12, 2018

8. RATIFICATION OF TREASURER’S REPORT FOR JUNE 2018

9. APPROVAL OF TREASURER’S REPORT FOR JULY 2018

10. RATIFICATION OF BUDGET TRANSFERS JUNE 2018

11. APPROVAL OF BUDGET TRANSFERS JULY 2018

12. APPROVAL FOR PAYMENT OF ALL A/P BILLS AUGUST 2018 WITH THE EXCEPTION OF:

CHECK # 15493 - \$1,168.25 (Catasauqua Borough-gen. fund, fuel)

12.1 APPROVAL FOR PAYMENT OF CHECK # 15493-\$1,168.25 (Catasauqua Borough -gen fund fuel) AUGUST 2018

13. APPROVAL TO RATIFY ALL EXPENSES OTHER THAN A/P JUNE 2018 WITH THE EXCEPTION OF:

CHECK # 15177 - \$6,217.48 (Catasauqua Borough-gen. fund, crossing guards)

13.1 APPROVAL TO RATIFY CHECK # 15177 (Catasauqua Borough General Fund) JUNE 2018

14. APPROVAL TO RATIFY ALL EXPENSES OTHER THAN A/P JULY 2018 WITH THE EXCEPTION OF :

CHECK #15263 - \$5,732.90 (Catasauqua Borough General Fund)

14.1 APPROVAL TO RATIFY CHECK # 15263 (Catasauqua Borough General Fund) JULY 2018

Items 7, 8, 9, 10, 11, 12, 12.1, 13, 13.1, 14, and 14.1, were combined by Board request

ROLL CALL VOTE

MOTION BY: Hein SECONDED BY: Deitrich

AYE: Cunningham, Deitrich, Panto, Cieslak, Becker, R. Nace, C. Nace

NAY: 0

Abstention Hein

Seven Ayes, Zero Nays, Motion carried

15. FINANCIAL**A. Approval of Miscellaneous Insurance Rates 2018-2019 School Year**

Approval is requested for the following 2018-2019 insurance rates from PSBA Insurance Trust and Erie Insurance as listed:

	2017-2018	2018-2019
Commercial Package:	\$70,495	\$71,392
School Board Legal Liability	\$9,454	TBD
Umbrella	\$12,191	\$11,842
Fleet Auto (Erie) *	\$23,754	\$24,335

*Based on current vehicle

B. Charge 2018-2019 Tax Duplicates/Approve Bonds

The tax duplicates listed below for the 2018-2019 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	\$ 5,920,331.01	\$ 534.64	USI Mid-Atlantic Inc.
North Catasauqua	\$ 2,997,230.51	\$ 3,440.45	Erie Insurance Co.
Hanover	\$ 9,524,504.37	\$ 0	

C. Approval Of Lancaster Lebanon IU #13 Contract For Microsoft Master Agreement In The Amount Of \$14,670.48 Instead Of Previously Approved (June, 2018) Amount Of \$13,567.00**D. Approval Of PlanCon K for the Catasauqua Area School District General Obligation Notes, Series Of 2018**

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

ROLL CALL VOTE

MOTION BY: Hein SECONDED BY: Deitrich

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

NAY: 0

Eight Ayes, Zero Nays, Motion carried

16. PERSONNEL**A. Approval Of 2018-2019 Game Worker Rates**

Request approval of the following 2018-2019 Game Worker Rates

B. Approval Of 2018-2019 Game Ticket Prices

Request approval of the following 2018-2019 Game Ticket Prices

C. Approval Of All CASD Employees As Eligible For Compensation As Game Workers For Work Performed At The Direction Of Administration At The Board Approved Rate(s)

D. Approval Of The Following Individuals Not Currently CASD Employees As Eligible For Compensation As Game Workers For Work Performed At The Direction Of Administration At The Board Approved Rate(s).

1.Todd Krevanchi*	2.Jason Hartranft*	3.James Kober*	4.Jose Matos*
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*pending receipt of clearances

E. Resignations

1. Name: Larry Eberts
 Status: Custodian Leader
 Assignment: Districtwide
 Reason: Personal
 Effective: July 11, 2018
2. Name: Nichole Tkach
 Status: Non-Certified Instructional Aide
 Assignment: Sheckler Elementary School
 Reason: Other Employment
 Effective: July 9, 2018

F. Appointment Of Mentor Teachers – 2018-2019 School Year

Administration recommends that the names listed below be approved as Mentor Teachers for the 2018-2019 school year at a stipend of \$750.00 as per Collective Bargaining Agreement:

Educator/Specialist	Mentor
Kirsten DeMatto (School Counselor)	Kim Ceccatti (School Counselor)
Megan Murphy (Kindergarten)	Melissa Grube (Kindergarten)
Emma Jones (1st Grade)	Marcia Rich (1st Grade)
Taylor Krause (6th Grade)	Vicki MacLaughlin (6th Grade)
Amanda Meiley (HS Biology)	Andrew Oswald (HS Biology)

Items 16A, 16B, 16C, 16D, 16E, AND 16F were combined by Board request

ROLL CALL VOTE

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

G. 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:

#	Name	Position	Stipend
1	Norman Best	Asst. Girls Basketball Coach	\$4,067.00
2	David Troxell	Asst. Girls Basketball Coach	Volunteer
3	Eric Snyder	Head Boys Basketball Coach	\$7,065.00

4	Thomas Falzone	Asst. Boys Basketball Coach	\$4,067.00
5	Jared Case	Asst. Boys Basketball Coach	\$4,067.00
6	Anthony Bellucci	Asst. Boys Basketball Coach	Volunteer
7	Scott Case	Asst. Boys Basketball Coach	Volunteer
8	Dominic Bellucci	Asst. Boys Basketball Coach	Volunteer
9	Brett Zieber	Asst. Boys Basketball Coach	Volunteer
10	James Snyder	Asst. Boys Basketball Coach	Volunteer
11	Joshua Yoo	Asst. Boys Basketball Coach	Volunteer
12	Selena Safadi **	Asst. Field Hockey Coach	Volunteer
13	Mark Gioielli **	Asst. Field Hockey Coach	Volunteer
14	Brian Reilly **	Asst. Football Coach	Volunteer
15	Dylan Haklar	Asst. Track Coach	\$2,671.00
16	David Burkner	Asst. Track Coach	\$2,671.00
17	David Troxell	Athletic Facilities Manager Shared	\$2,250.00
18	Mark Seremula	Athletic Facilities Manager Shared	\$2,250.00
19	Lindsey Hollingsworth	Asst. Girls Soccer Coach	\$2,671.00
20	Morgan Wagner *	Asst. Marching Band Director	Volunteer
21	Andrew Oswald	Freshman Class Advisor	\$668.00
22	Andrew Oswald (remove)	Senior Class Advisor	\$1,511.00
23	Joshua Inman	Senior Class Advisor	\$1,511.00
24	Jaqueline Yanek	High School SADD Advisor	\$665.00
25	Lisa Roth	MS Scholastic Bowl Advisor Shared	\$524.50
26	Judith Evans	MS Scholastic Bowl Advisor Shared	\$524.50
27	Lisa Roth	MS Newsletter Shared	\$266.50
28	Lisa Roth	MS Yearbook advisor	\$533.00
29	Dawn Fisher *	MS Newsletter Shared	\$266.50
30	James Wilson	Elem. Science Fair Coord Shared	\$133.00
31	Deborah Elek	Elem. Science Fair Coord Shared	\$133.00
32	Kevin Karchner	MS Audio Visual Coord. Shared 20%	\$358.80
33	Vicki MacLaughlin	MS Audio Visual Coord. Shared 25%	\$448.50
34	Amy Dymond-Jones	MS Audio Visual Coord. Shared 25%	\$448.50
35	Karla Fryslin	MS Audio Visual Coord. Shared 30%	\$538.20
36	Karla Fryslin	MS Book Fair Coord.	\$134.00

*revised from full position to shared position. Original approval 6/12/18

**pending receipt of clearance

ROLL CALL VOTE

MOTION BY: Hein SECONDED BY: C. Nace

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

NAY: 0

Eight Ayes, Zero Nays, Motion carried

H. Nomination For Appointment

- 1. Name: Kiara Rivera
- Status: Custodial B Full Time
- Assignment: Districtwide
- Rate of Pay/Benefits: As Per Collective Bargaining Agreement
- Effective: July 9, 2018

I. Re-Approval Of The Following Substitute Teachers For The 2018-2019 School Year:

The attached list of current Substitutes have requested to be re-approved for the 2018-2019 Substitute Employment List, pending receipt of their required clearances

J. Approval Of Tenure

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

Name	Assignment
Michaela Labar	Catasauqua High School, English
Andrew Oswald	Catasauqua High School, Earth & Science
Joshua Inman	Catasauqua High School, Mathematics
Jennifer Churetta	Sheckler Elementary Nurse

Items 16H, 16I, AND 16J were combined by Board request

ROLL CALL VOTE

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

K. Appointment Of Certified And Non-Certified Instructional Aides

Administration recommends appointment of the following individuals as Certified (daily rate of \$156.00) and Non-Certified (daily rate of \$119.00) Instructional Aides to perform the duties of the identified assignment effective August 20, 2018 to June 10, 2019 with benefits as per CBA:

Catasauqua High School	Assignment	Certified/Non Certified
1.Cynthia Bass	Learning Support One on One	Non Certified
2.Yvette Campbell	Library	Non Certified
3.Phillip Dorn	Study Hall / Learning Support	Non Certified
4.Susan Lesko	Emotional Support	Non Certified
5.Jessica Suhaka	Work Experience / Life Skills	Non Certified
6.Jacqueline Yanek	Work Experience / Life Skills / IDEA	Non Certified
Catasauqua Middle School	Assignment	Certified/Non Certified
7.Christopher Casciotti	Emotional Support	Non Certified
8.Lisa Casciotti	Learning Support 5/6	Non Certified
9.Lisandra Collazo	Learning Support 7/8	Non Certified

10.Karla Fryslin	Library	Non Certified
11.Cherie Gebhardt	Life Skills	Non Certified
12.Joann Heffner	Life Skills	Non Certified
13.Gwen Mutarelli	Learning Support One on One	Non Certified
14.Jalen Nichols	Learning Support	Non Certified
15.Tanya Saruba	Emotional Support	Non Certified
16.Tina Thomas	Life Skills One on One	Non Certified
Sheckler Elementary	Assignment	Certified/Non Certified
17.Shelly Alexander	Learning Support -Kindergarten	Non Certified
18.Karen Casey	Learning Support	Non Certified
19.Sarah Forstoffer	Library	Non Certified
20.Terri Lubenesky	Title I	CERTIFIED
21.Meredith Miller	Learning Support	Non Certified
22.Lois Morissey	Learning Support One on One	Non Certified
23.Claire Murawski	Learning Support – Kindergarten	Non Certified
24.Laurie Nebbia	Life Skills Support	Non Certified
25.Erin Stamitis	Kindergarten-Title I	CERTIFIED
26.Colleen Whitsett	Title I	CERTIFIED

ROLL CALL VOTE

MOTION BY: Hein SECONDED BY: Dietrich

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

NAY: 0

Eight Ayes, Zero Nays, Motion carried

17. BOARD APPROVALS

A. Authorization For Administration To Enter Into An Agreement With The Borough Of Catasauqua To Provide A School Resource Officer For The CASD

** This item was acted upon after item 5A*

B. Approval of Board Goals 2018-2019

C. ~~Approval To Appoint Shelley Keffer As The School Safety And Security Coordinator In Accordance With Act 44 Of 2018~~

** This item was removed by recommendation of Mr. Knerr.*

D. Approval Of Policy – First Reading (redline)

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

Section: OPERATIONS
 Policy # 808
 Title: Food Services

E. Approval Of Policy – First Reading

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

Section: OPERATIONS

Policy # 812

Title: Audio and Video Devices on Busses

F. Approval Of Policy – First Reading

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

Section: PUPIL

Policy # 253

Title: ~~Dispute Resolution~~ Homeless Students

G. Approval Of Policy – Second Reading

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

Section: PUPIL

Policy # 251

Title: Bullying/Cyberbullying

H. Approval Of Policy – Second Reading

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

Section: FINANCES

Policy # 624

Title: District-Initiated Tax Assessment Appeals

I. 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 2018-2019 school year. (redline)

J. Approval To Attend Conferences, Seminars, etc.**K. Review Of 2017 State Ethics Forms – Statement Of Financial Interest**

Approval of review of Statement of Financial Interests of all current board members and persons who were Public Officials in 2017 or 2016 in accordance with board resolution of May 23, 2006.

L. Approval Of Sheckler Elementary School Student Handbook 2018-2019 School Year

Request is made for board approval of the Sheckler Elementary School Student Handbook for the 2018-2019 school year as presented.

M. Approval Of Catasauqua Middle School Student Guidelines 2018-2019 School Year

Request is made for board approval of the Catasauqua Middle School Student Guidelines for the 2018-2019 school year as presented. (redline version)

N. Approval Of Catasauqua High School Student Handbook Revisions 2018-2019 School Year

Request is made for board approval of the Catasauqua High School Student Handbook revisions for the 2018-2019 school year as presented.

O. Approval Of 2018-2019 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.

P. Approval Of 2018-2019 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.

Q. Approval Of Districtwide Long Range Planning Events, 2018-2019

R. Approval Of Student, PA Secure ID#5544764956, To Attend Sheckler Elementary School As A Beginner Student For The 2018-2019 School Year In Accordance With Policy # 206, Admission Of Beginners

S. Authorization For Administration To Enter Into Agreement With Salisbury Behavioral Health, Inc. To Provide Services As Described In Form Presented To The Board, Effective September 1, 2018 Through August 31, 2019

T. Approval Of Van/Bus Stops 2018-2019 School Year

Approval of Van/Bus Stops for the 2018-2019 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 17B, 17D, 17E, 17F, 17G, 17H, 17I, 17J, 17K, 17L, 17M, 17N, 17O, 17P, 17Q, 17R, 17S, AND 17T were combined by Board request

ROLL CALL VOTE

MOTION BY: Deitrich SECONDED BY: Cieslak

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

NAY: 0

Eight Ayes, Zero Nays, Motion carried

18. OLD BUSINESS

19. NEW BUSINESS

20. COMMENDATIONS

21. INFORMATION ITEMS

22. CORRESPONDENCE

Items 18, 19, 20, and 21 were combined by Board request

Kathleen Kotran – We have been busy setting up technology for the new school year.

Wayne Karess – The new fire wall is installed and configured. A general update was provided.

Eric Dauberman – Class assignments have been mailed. Other dates and events were announced.

Melissa Inselmann – Provided a thank you to Lois Reed, Maintenance, and Custodial staff for the middle school spruce up. Various dates and events were announced.

Christina Lutz-Doemling – Teachers have participated in professional development all summer.

Adam Schnug – Freshmen orientation is scheduled for August 2, 2018. Various dates and times were announced.

Rodney Nace – Inquired regarding the status of Innovative Arts Academy Charter School (IAACS). A tour occurred last year and officials will be invited in the near future to provide an update.

Lois Reed - Updated board on IAACS transportation requests. Expressed her thanks to the board for their support of our summer worker program

Thomas Moll – Indicated the band program will soon be in need of new equipment.

23. RECOGNITION OF GUESTS & VISITORS

Kristen Brobst, representing the music/band boosters, provided an update of current activities and indicated she is working with Mr. Moll on identifying future needs for the band and indoor guard.

Kellie Browne – Thanks for the air conditioning repair in the copy room area

Cherie Gebhardt – Requested information regarding study halls in place of physical education at the high school. Mr. Schnug replied “some students may have an additional study halls, but electives and online opportunity are available.

Pamela Panto – Thanked the board and administration for the budget and staffing presentation. Indicated her pleasure with the school district, Jennifer Keppel and Judith Evans, as two of the best math teachers her children experienced, and Dawn Fisher as an exceptional gifted teacher.

24. NEXT MEETING DATE(S)

A. Tuesday, September 11, 2018 7:00 P.M. School Board Meeting

25. ADJOURNMENT

MOTION BY: Hein SECONDED BY: Cieslak

Motion carried

Time Adjourned: 10:24 P.M.

Respectfully submitted,

Jason Bashaw
Secretary